MINUTES OF THE OPERATIONS MANAGEMENT COMMITTEE OF THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON

FEBRUARY, 1992

OPERATIONS MANAGEMENT COMMITTEE

THE BOARD OF EDUCATION
FOR THE CITY OF HAMILTON

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OPERATIONS MANAGEMENT COMMITTEE

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GOVERNORS' ACADEMIC COMMITTEE

1972-73

GENERAL

FULL SCHEDULE FOR DAY

MINUTES OF THE
OPERATIONS MANAGEMENT COMMITTEE
1992 02 11

Present: S. Hill (Chairman); Trustees Allen, Darby, Desmarais, Lowe, Rogers and Cunningham.

Also Present: Trustees Bishop, Hicks, Johnston, Korz, Mason, Mulholland, Orban, Paquin, Rodgerson, Stewart and Wilson.

Officials Present:
K. Rielly, Director of Education and Secretary
A. Stockwell, Associate Director of Education
E. Bond, Superintendent of Program
B. Sinclair, Superintendent of Human Resources
R. Orlando, Superintendent of Plant
M. Quinn, Superintendent of Schools - Area 1
N. Nicholls, Superintendent of Schools - Area 2
P. Gillie, Superintendent of Schools - Area 4
G. Rutledge, Controller
S. Rogers, Assistant to the Secretary

Mrs. Hill called the meeting to order and asked for confirmation of the minutes.

Moved by Canon Rogers:

That the minutes of the 1991 12 10 and 1992 01 07 meetings and special meeting of 1992 01 13 be approved. **CARRIED.**

GENERAL

BUSINESS ARISING OUT OF THE MINUTES:

Annual Report of the Environmental Policy

Ms. Gillie reviewed the report and recommendations which focused mainly on paper reduction. Using an overhead, Mr. J. Nichol - Consultant Environmental/Outdoor Education and Mr. J. Henry - Co-ordinator, Science, outlined current program initiatives throughout the system and in association with the community. They noted some of the problems encountered in attempting to implement recycling programs.

Moved by Mr. Korz:

That the Annual Report of the Environmental Policy be received for information and the following recommendations be approved:

a) That a 10% reduction in paper usage be adopted as a major goal for our System.
b) That in 1992 expenditures for paper not exceed the 1991 level.
c) That within budget guidelines, approved recycled products, when available, be purchased.

Mr. Korz was appreciative of all the work involved to date as well as the many opportunities for students to participate in various environmental activities and the continuing efforts relative to composting and recycling problems. While urging a reduction in photocopying throughout the system, he hoped that future construction

or renovations would consider recycling program needs.

Ms. Gillie remarked that the interdepartmental working committee is ready to broadcast suggestions for paper and other forms of reduction throughout the system which resulted from a system-wide survey.

Mr. Henry responded to concerns raised by Dr. Johnston relative to children's involvement in "Adopt a Park" and offered to investigate the matter of "responsibility" for concrete garbage cans.

Moved in amendment by Mrs. Bishop:

That the following recommendation be approved in addition to the recommendations contained the in report:

d) That the Board appoint an Environmental Council whose task will be:

i) to develop Action Plans
ii) to advise the Board
iii) to react to private sector, government and community initiatives.

Noting the Board will be required to carry out a waste management audit by 1993, Mrs. Bishop urged that an Action Plan be developed by a council to consider other areas such as use of pesticides, waste management, cleaning products, interior air quality, etc. She referred to copies of the Peterborough Board of Education's Environmental Policy as well as innovative ways of encouraging recycling such as those done by the Wellington County Board.

Moved in amendment by Mr. Stewart:

That the words "as a major goal" be eliminated from recommendation a).

Mr. Mulholland requested the recommendations be voted on separately.

When Mr. Korz expressed concern about the amount of time involved in the preparation of such an Action Plan, Mr. Nichol responded that much of the information contained in the Peterborough document is already under consideration and it is a matter of documenting it on paper. He did note many of these recommendations cost money.

Mr. Korz then suggested that Mrs. Bishop's direction be taken at a later date, as he considered the budget to be first priority.

Ms. Gillie remarked that the current policy is a manageable document and has been very useful in contributing to decisions about environmental matters in conjunction with the "grass roots", Program Department and Ministry of

Environment targets. While she considered education as the key to implementing environmental policies, Ms. Gillie noted the need for an appropriate integration of both program and operation directions.

Mrs. Bishop pointed out the value of such a council and did not believe that a difficult budget year meant change should stop, noting some changes lead to savings.

Mr. Desmarais called the question and it was **CARRIED.**

Mr. Stewart's amendment was put to a vote and **CARRIED.**

A recorded vote was requested.

Recommendation a) as amended was put to a vote and was **CARRIED** with Trustees Bishop, Mason, Johnston, Allen, Stewart, Rogers, Darby, Lowe, Orban, Rodgerson, Paquin, Desmarais, Korz and Cunningham voting in favour and Trustees Mulholland, and Hicks opposed.

Recommendation b) was put to a vote and was **CARRIED** with all trustees voting in favour and none opposed.

Recommendation c) was put to a vote and was **CARRIED** with all trustees voting in favour and none opposed.

Recommendation d) was put to a vote and was **LOST** with Trustees Bishop, Mason and Johnston voting in favour and Trustees Allen, Stewart, Rogers, Darby, Lowe, Orban, Rodgerson, Paquin, Desmarais, Mulholland, Korz, Hicks and Cunningham opposed.

Tri-Board Communication - joint initiatives

Miss Cunningham reported on a 1992 01 21 Tri-Board meeting held with the Hamilton Wentworth Roman Catholic and Wentworth County School Boards to explore methods of reducing overlap and duplication. Some areas identified and under examination include: purchasing procedures, transportation, tendering, Information Management Services, Lot Levies, contracting out and negotiations. Miss Cunningham offered to report on future meetings.

Mr. Rielly added that both Mohawk College and McMaster University are interested in pursuing this direction.

It was agreed:

That the verbal report on Tri-Board Communication (joint initiatives) be received for information.

NEW BUSINESS:
Budget Review Meeting Dates

Ms. Veerman, Budget Manager, presented and reviewed the report.

When Miss Cunningham remarked on the need to discuss budget matters prior to late March, Mr. Rielly suggested that updates and information would continue to be made available to trustees prior to these dates in another

format, possibly through Standing Committees, Caucus or a special meeting called for that purpose. The dates proposed in the report are to consider the budget book once Ministry funding is finalized.

Moved by Mr. Hicks:

That the Report re Budget Review Meeting Dates be received for information and the following dates approved:

March 10, 1992
March 30, 1992
March 31, 1992
April 1, 1992
April 6, 1992
April 8, 1992

Mr. Hicks explained the inclusion of the March 10th, 1992 date would provide an opportunity for a budget update.

The amendment was put to a vote and was **CARRIED.**

National Teacher Appreciation Week - requested by Trustee Hill

Mrs. Hill, on behalf of the Board and in conjunction with the Home and School Association, extended recognition to the Board's teachers through the Federation representatives present, and stated that their positive attitudes are appreciated during these difficult times.

School Closures in Inclement Weather - requested by Trustee Orban

Ms. Orban displayed several signs stating "School is Closed" and outlined her rationale for urging the use of same on emergency school closing days.

Moved by Ms. Orban:

That the Hamilton Board of Education for the City of Hamilton place signs/notices in all its schools in strategic places for both students and parents to view when schools are declared closed and that this procedure be incorporated in the Operating Procedures of the Board, thereby further maximizing the precautions and strategies already taken by the Board and minimizing the number of students at risk on days when emergency school closure decisions are made.

Trustees Stewart and Allen remarked on the inherent difficulties in making decisions relative to school closure and offered Mr. Stockwell appreciation for his judgment.

While Mr. Allen noted that these signs would not address situations when children are already in school, Mr. Korz offered support for Ms. Orban's suggestion.

Mr. Stockwell, responding to questions, stated that any aids to communication would be beneficial. While he had no objection to the signs, he remarked that principals and caretakers endeavour to deal with any students who arrive at school unaware that classes have been cancelled.

The motion was put to a vote and was **LOST.**

Safe School Task Force - request from the Ontario Secondary School Teachers' Federation

Mr. Rielly, referring to earlier correspondence on this matter, acknowledged the worthiness of this project, while noting no funds have been budgeted for this Coordinator. He suggested perhaps funding could be provided to assist the Headmasters' Association with their modification of the existing disciplinary code.

Mr. Stewart spoke of the Board's lack of representation on this Task Force and Mr. Rielly agreed to Mr. Stewart's suggestion that a letter be sent declining their request.

Mr. Allen referred to a recent presentation by Mr. R. Chapman, Co-ordinator, Physical Education and Health, regarding the Assault Policy and it was

Moved by Mr. Allen:

That no action be taken relative to correspondence from the Ontario Secondary School Teachers' Federation regarding funding for the Coordinator of the Safe School Task Force.

Mr. Mulholland, noting the budget situation, agreed with the motion. He commented that there will be a TV panel discussion with a representative of the Safe School Task Force on February 28th, from 2 p.m. - 4 p.m.

The motion was put to a vote and was **CARRIED.**

Report of the Special Education Advisory Committee

Moved by Mrs. Bishop:

That the following Report of the Special Education Advisory Committee be approved:

a) That the Report re Psychological Profiles and Student Placement be received for information.

CARRIED.

Gorley Park Association

Mr. Hicks advised the members that the Gorley Park Association and City Hall are investigating development of the green area surrounding James Macdonald School. His intent is to ensure the protection of the open space, and to clarify the Board's commitment in this matter. He will report further.

ELEMENTARY/SECONDARY

BUSINESS ARISING OUT OF THE MINUTES:

Westmount 1990 - requested by Trustee Rodgerson

Mrs. Rodgerson referred to the material distributed this evening at her request. She reviewed the figures she obtained relative to Student Transfers from Westmount to Barton, MacNab and Hill Park Schools and available accommodation within these schools. She then drew parallels between Westmount 1990 and Project Excellence in Cochrane. When she queried the Pupil Teacher Ratios as outlined in Clause 25.12.0.0.0 and the 15 student ratio at Westmount in Clause 25.30.0.0.3, Mrs. Nicholls explained

that the 15 to 1 ratio at Westmount relates to a Teacher Advisory Group and not class size. Westmount is staffed according to the Component Staffing Model.

Stating the letters are typical of calls she has received about Westmount, Mrs. Rodgerson remarked that the Westmount program is gaining a reputation of being an "easy ride". In addition, she said the school is inheriting some students with behavioural problems and jail records due to the flexible boundaries with this program.

Introducing her motion, Mrs. Rodgerson proposed a "middle of the road" approach through dual-track programming in an attempt encourage children from feeder schools to enter the program, bolster the population at Westmount and make better use of Board resources.

Moved by Mrs. Rodgerson:

That the Superintendents of Program and Plant provide the Operations Management Committee with a report, outlining multiple strategies to facilitate implementation of a dual-track system at Westmount Secondary School, incorporating regular classroom instruction alongside the existing self-paced learning model and that the report:

i) focus on a phased-in approach, targeting September, 1992 and September, 1993, respectively,
ii) provide costing for all strategies,
iii) return to the Operations Management Committee at its next regular meeting for consideration.

In conclusion, Mrs. Rodgerson referred to discussions with Superintendents Orlando and Bond, stating there were many worthy options to consider. She commented on a recent racial incident at Sir Allan MacNab as a result of overcrowding in the school.

Mr. Hicks remarked that he was confident that the incident referred to by Mrs. Rodgerson had been dealt with satisfactorily. Relative to phone calls about Westmount, Mr. Hicks estimated that of 20 calls he had received, 15 were in favour of the program. He then noted that Mrs. A. Robertson, Principal, had also referred to material relative to the Cochrane study, in a previous presentation which also included strategies to resolve many of these concerns.

When Mrs. Mason objected to receiving written material on such short notice, Mrs. Rodgerson explained that she had had difficulty in obtaining the statistical information she desired.

At this point, the Chairman asked Mr. Stockwell to further clarify what the 15 to 1 Advisory Group ratio represented to ensure everyone understood that it did not relate to Pupil Teacher Ratio.

Mr. Stockwell explained that the Advisory Group concept congregates students in small clusters outside of the regular program to assist with acclimatization in the school and so students can receive individual attention and assistance. In some schools, Advisory Groups are headed not only by Principals, Vice-Principals and Guidance Counsellors, but secretaries and caretakers as well as classroom teachers.

Mr. Allen, while appreciative of Mrs. Rodgerson's forthright comments, stated he would vote against the motion in the belief that although change is difficult to accept, the Westmount 90 program was a change for the "good". He considered it unfortunate that some people did not want to avail themselves of this unique program as he considered the innovative program delivery prepares students for university through motivation.

Commenting on the amount of work done by Mrs. Rodgerson, Miss Cunningham expressed agreement with Mr. Allen. She considered it premature to request this kind of report, stating that the Board had been informed that such problems were inherent with establishing this program. Miss Cunningham remarked on the expected updates on this program and then read a letter from Trustee Orban who opposed the dual track concept for the following reasons: a) financial costs involved, b) the possibility that other composite schools may request dual-track programming, and c) the results of the French Immersion survey.

Pointing out that every student has a right to education, Mrs. Rodgerson agreed that there is validity in retaining the Westmount 90 program in the school, but queried the reasoning for not providing alternative programming as well.

When Mrs. Bishop objected to Mrs. Rodgerson's earlier comments as insulting to the school and study body, Mrs. Rodgerson replied she was stating concerns expressed to her by constituents and that the comments were factual and not insulting.

Mrs. Bishop then remarked that trustees should not destroy a school's reputation without considerable evidence to support the statement. She noted that the material on the Cochrane study presented by Mrs. Rodgerson had been edited to highlight the weaknesses of the program and not the strengths and expressed her objection to receiving edited material.

In response to Mrs. Rodgerson's comments that students, particularly special education students, were progressing more slowly through credit acquisition, Mrs. Nicholls understood that parents of special education children were pleased with both the regular communications received through the Advisory Group and the childrens' progress. Mrs. Bishop echoed support of Mrs. Nicholls'

observations.

As the trustee representative on the Steering Committee at Westmount, Mr. Hicks remarked on several issues that would need to be addressed, which he anticipates prioritizing and bringing to the Board this Spring. These issues included capacities of Hill Park and Sir Allan MacNab Schools, transportation, student population at Westmount, and the French Immersion Program.

Mrs. Rodgerson emphasized the intent of the motion is to allow classroom instruction at Westmount in addition to the Westmount 90 program. She asked Miss Bond to elaborate on the potential of a dual-track program including adult education, such as that implemented by the Halton Board.

Miss Bond responded that she intends to visit Westmount School in the near future to discuss the program, but understood that dual-track programming may have ramifications relative to accommodation.

Mr. Mulholland expressed disappointment in the trustees' reception of Mrs. Rodgerson's recognition of a potential problem in the system. Recalling that the belief of component staffing means meeting the needs of the school population, be it through component staffing or dual-track programming, Mr. Mulholland asked if it would be possible to incorporate another mode of education in Westmount. Should this not be feasible, he questioned the need for the report. As a point of clarification, Mrs. Rodgerson reminded him that Grade 9 students are in regular classroom instruction two days a week until they are prepared to negotiate their way into the Westmount 90 Program.

Mr. Stockwell acknowledged that dual-track programming is a possibility but can only be successfully offered in a school with a large student enrolment. Current enrolment at Westmount School would lead to program fragmentation and prevent timetabling access to all subjects.

Based on Mr. Stockwell's comments and Mr. Hicks' intent to raise concerns about the program, Mr. Mulholland surmised that it would be preferable to make decisions at that time.

Mr. Korz called on members to make an intellectual rather than emotional decision. He emphasized the central issues as: a) the separation of large numbers of students from their neighbourhood, and b) the students who have opted into this program. He thanked Trustee Rodgerson for endeavouring to present a "middle-of-the-road" solution which takes into account those students profiting from the Westmount program and those students in the neighbourhood. He felt that the number of students returning to the school would support a dual-track program.

Ms. Wilson recalled the gradual acceptance of individual learning in elementary schools during the 1980's. She drew parallels between that program and the Westmount 90 program, noting that students with low-esteem and specific learning needs benefit from student-centred learning through responsibility.

Mr. Mulholland, on a point of privilege, observed that over two-thirds of secondary students do not continue on to university. He further expressed the belief that all secondary schools provide self-esteem and motivation for students.

On another point of privilege, Mrs. Rodgerson added that dual tracking, to a degree, already exists and this was an attempt to address valid concerns raised by many parents. Relative to the time line in clause c) of her motion, she advised that the time line was flexible and would be agreeable to changing it.

Mr. Stewart, referring to Ms. Orban's letter, raised a concern regarding procedure and the precedent set tonight. Following a short discussion trustees agreed to refrain from similar situations in the future, as with proxy voting. Mrs. Lowe suggested that the Rules and Regulation Committee consider inclusion of such a rule.

Mr. Darby, while agreeing that Mrs. Rodgerson's comments need to be considered in the future, felt the program must have a chance to prove itself. Remarking he had talked with students both for and against the program, he expressed his concern with generalized comments when they are vague and unsubstantiated. He asked the Chair to call the question.

The question was put to a vote and was **CARRIED.**

Mrs. Hill reread the motion and Mr. Allen requested a recorded vote.

The motion was put to a vote and was **LOST** with Trustees Rodgerson and Korz in favour and Trustees Bishop, Wilson, Mason, Johnston, Allen, Stewart, Rogers, Darby, Lowe, Mulholland, Hicks and Cunningham opposed.

Delta School Update

In response to Mrs. Bishop's request that a report on Delta cafeteria be presented prior to summer break in June, Mr. Rielly advised that a report on the operation of the Delta cafeteria will be amalgamated into a complete report of the Delta program with expected presentation at the June Operations Management Committee meeting.

NEW BUSINESS:
Recommendations of the Director of Education

Mr. Stockwell presented the recommendations, stating that new student trip permission forms are in use and students must have supplementary insurance as required.

Referring to recommendation (xv), Mr. Stewart remarked on the timing of this recommendation for a trip in March and requested that such recommendations be brought to trustees much earlier for consideration.

Mr. Stockwell agreed with Mr. Stewart's request, and outlined the cause of the delay.

Referring to a letter to the Editor of the Toronto Star pertaining to schools trips, Mr. Allen echoed the parent's concern about costly school trips during poor economic times. While aware of the beneficial value of trips, he wondered if the Board should approve these trips knowing many students will be denied the opportunity and some families will be placed into a difficult financial and emotional situation.

Moved by Mrs. Bishop:

That the recommendations of the Director of Education be approved as presented.

CARRIED.

The meeting then adjourned.

Read and confirmed,

.....
Chairman

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JANUARY 1992

OPERATIONS MANAGEMENT COMMITTEE

THE BOARD OF EDUCATION
FOR THE CITY OF HAMILTON

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OPERATIONS MANAGEMENT COMMITTEE
1992 01 07

GENERAL

ELEMENTARY/SECONDARY

MINUTES OF THE
OPERATIONS MANAGEMENT COMMITTEE
1992 01 07

Present: S. Hill, Chairman; Trustees Allen, Darby, Desmarais, Lowe, Rogers and Cunningham.

Also Present: Trustees Bishop, Hicks, Johnston, Korz, Mason, Mulholland, Rodgerson, Stewart and Wilson.

Officials Present:
K. Rielly, Director of Education and Secretary
A. Stockwell, Associate Director of Education
P. Shewfelt, Superintendent of Finance and Treasurer
B. Sinclair, Superintendent of Human Resources
R. Kawai, Superintendent of Information Management Services
E. Bond, Superintendent of Program
N. Nicholls, Superintendent of Schools - Area 2
R. Binns, Superintendent of Schools - Area 3
P. Gillie, Superintendent of Schools - Area 4
G. Rutledge, Controller
S. Rogers, Assistant to the Secretary

Mrs. Hill called the meeting to order.

GENERAL

BUSINESS ARISING OUT OF THE MINUTES:

Umbrella Articulation Agreement with Mohawk College

Mr. B. Harkness, Co-ordinator, Business Studies, presented and reviewed the proposed Articulation Agreement. He explained that following approval of the Umbrella Agreement, more specific sub-agreements would be arranged between secondary schools and Mohawk College with planning teams reporting to a Steering Committee on their respective sub-agreement.
Moved by Canon Rogers:

That the Proposed Articulation Agreement with Mohawk College be approved, at no cost to the Board.

In view of the continuing work on these sub-agreements, Mr. Mulholland considered approval of this report as premature and he suggested receiving the report for information. He felt further reports should be forthcoming.

When Mr. Harkness explained that the purpose of the Umbrella Articulation Agreement was to eliminate the need to return to the trustees with each additional agreement, Mr. Mulholland cautioned against the ramifications of trustees not being aware of what is being implemented.

When Mr. Rielly confirmed it was not the intent to return to the trustees with each sub-agreement, it was

Moved in amendment by Mr. Korz:

That the proposed Articulation Agreement with Mohawk College **be received for information** at no cost to the Board.

Several trustees argued in support of the merits of the Umbrella Articulation Agreement and the need to approve the document to allow its implementation, while others were reticent of losing the opportunity for further input or recommendation.

Citing the agreement must be approved for signature, Mr. Rielly suggested that an update be presented in six month's or a year's time providing information on the number and nature of the agreements rather than bringing a report on each agreement.

While sharing concerns about input, Mr. Hicks urged approval of the Agreement tonight and it was:

Moved in amendment to the amendment by Mr. Hicks:

That the Articulation Agreement include provision for a six month review.

When Mr. Korz queried whether trustees would make decisions based on the six month review, it was clarified that any progress report would be for information. Mr. Rielly assured Mr. Korz that any concerns of the trustees would have to be addressed.

Mr. Mulholland raised concerns about the possible costs arising from these sub-agreements and reiterated his belief that the role of the Steering Committee was to formulate sub-agreements to bring back to trustees for approval.

Mr. Harkness expressed surprise that trustees desired all the details of each agreement as the intent of the Articulation Agreement was to reduce the "log jam" of paper. He reminded trustees that this Agreement was based on a successful venture between Mohawk College and Wentworth Country Board of Education.

Noting the benefits to be derived for students, Mr. Darby requested the question be called and it was **CARRIED.**

Mr. Hick's amendment was put to a vote and was **CARRIED.**

Mr. Korz' amendment was put to a vote and was **LOST.**

The motion as amended to read, "That the proposed Articulation Agreement with Mohawk College be approved, at no cost to the Board, with a six month review" was put to a vote and was **CARRIED.**

Mrs. Hill thanked Mr. Harkness for his presentation. Mr. Harkness expressed his appreciation to the following people: Linda Woolfrey-Cooper, Pat Boudreau, Jim Kerr, Bill Brown, Vic Lepp and Jim Ruddle.

NEW BUSINESS:
Report on the Integrated Information System (IIS) Strategic Plan

Mr. Kawai, Superintendent, Information Management Services, presented the report on the Integrated Information System in conjunction with Messrs. L. Dixon, Manager, Computer Services, R. Watson, Principal, and D. Woolley, Consultant, Managerial Design Corporation. The three proposed systems and benefits to be derived were outlined under this five-year proposal with an anticipated cost of $400,000 for 1992 and $1.5 million for each of the next four years.

Throughout the discussion, many trustees commented on the excellence of the report.

Mrs. Mason was advised that acquisition of equipment would not occur until the end of 1992 and that favourable marketing conditions indicated that the cost should not exceed figures quoted. Relative to leasing versus purchase options, she was advised that advantages of leasing include avoidance of the "up front" purchase cost and the resulting impact on the mill rate.

Citing the proposal to increase staff by two employees, Mr. Dixon confirmed his view that training of staff would be a permanent cost, beyond the five-year proposal.

Mr. Rielly clarified for Miss Cunningham that funds of this magnitude have not been allocated in the Proforma budget. Miss Cunningham, noting the Board will eventually consider site- based management, voiced her support for this proposal as the "future lifeline of the Board". Her main concern arose from staff training and use of the system, stating that the weak link in the system is the person who does not utilize the system properly. When Miss Cunningham asked about the possibility of implementation over a longer time period, Mr. Kawai noted that as it is a five-year plan, it would be managed each year according to the annually approved budget and therefore it would be flexible.

Miss Cunningham suggested that the Strategic Plan should be reviewed on an annual basis outlining the projected plan of action, financing, areas of system on line and achievements to date.

Referring to page 37, Mrs. Bishop remarked that the four key requirements for success of this project would change traditional relationships between departments and staff with respect to the sharing of information and security. Mr. Woolley confirmed that his experience indicated a need to change attitudes, behaviour and roles through role clarification and team building. He emphasized that this should not be considered the Computer Department's issue, but one that requires the focus of trustees and Senior Management.

Outlining her support for the benefits to be gained, it was

Moved by Mrs. Bishop:

That the following recommendations regarding the Integrated Information Systems (IIS) Strategic Plan be approved:

a) That the report be adopted.

b) That the financing of the IIS project be referred to the Budget Review Committee.

When Mrs. Rodgerson queried the potential linkage with trustees' personal computers, Mr. Kawai, while acknowledging the technical aspect would require some additional work, did not consider it to be problematic. Similar to the Profs system, potential benefits and trustees' needs would have to be considered against cost.

Replying to Mr. Allen's query whether linkage with the City or other Boards had been considered, Mr. Kawai remarked in the affirmative, however there were grave concerns about the security involved with shared information and resources. He added that Mr. Allen's recommendation for joint purchases through bulk buying would be taken under advisement.

Commenting on earlier concerns expressed about the use of consultants in general, Mr. Allen remarked on this project as an excellent example of consultant participation.

In response to Mr. Korz' query relative to improved productivity, Mr. Woolley replied that savings were based on experience of other Boards, where administrative staff have become more productive, leading to a "flattening" of administrative costs.

Mrs. Hill remarked that the intent tonight was to establish whether there is trustee support for this plan, so that Budget Review discussions will only concentrate on financing, not the validity of the proposal.

Moved in amendment by Miss Cunningham:

c) That the IIS Strategic Plan be reviewed annually.

Mr. Rielly, responding to Mr. Hicks, clarified that the IIS Strategic Plan proposal would be considered in relationship to other high priorities at Budget Review, and that Mr. Kawai would provide a breakdown of the initial $400,000 expenditure at that time.

The amendment was put to a vote and was **CARRIED.**

The motion, as amended, was put to a vote and was **CARRIED.**

Mrs. Hill thanked the gentlemen for their information.

She also acknowledged the presence and commitment of Mr. P. McWhinnie, former trustee and member of the IIS Steering Committee.

Hamilton Interscholastic Athletic Council Risk Management Policy

Mr. Stockwell introduced Mr. R. Chapman, Co-ordinator, Physical and Health Education, who reviewed the policy, which received praise from trustees.

In response to several queries by Mr. Hicks, Mr. Chapman indicated that responsibilities of game officials are an affirmation of rules contained in game books or play regulations. It is understood that coaches are initially responsible to ensure safety, however, referees have jurisdiction to cancel an event if a problem cannot be corrected.

After clarifying the intent of the minimum of three practices, Mr. Hicks raised a concern about students who attempt to return too quickly to a sport following an injury. Mr. Chapman referred to a "Return to Play" form which requires a doctor's signature.

Citing a remark made at a recent Parks and Recreation meeting at City Hall that the Board's baseball diamonds are not level and well-groomed, Dr. Johnston asked about the contradiction with the statement on page 76.

While welcoming further information, Mr. Chapman suggested this may have been a reference to diamonds located on elementary school property rather than those used for high school interscholastics.

Mr. Chapman then responded to questions pertaining to pool rental, fibreglass crossbars and that tower diving is not permitted during events.

In response to Mr. Stewart's question about the implementation date of 1992 06 15, Mr. Chapman explained that implementation could not be effected for the second semester as many sports are already underway and could not meet pre-season requirements. As an example he outlined requirements for padding of walls for basketball.

Responding to Mr. Allen, Mr. Chapman outlined several alternatives to ensure access to an emergency phone. Further, he was unable to speculate whether implementation of this policy would have an impact on the Board's insurance premiums.

Moved by Mr. Hicks:

That the Risk Management Policy of the Hamilton Interscholastic Athletic Council be approved as presented effective 1992 06 15. **CARRIED.**

Hamilton Interscholastic Athletic Council Constitution Amendments

Briefly outlining the history of the constitution, Mr. Chapman reviewed the amendments with the members. Relative to sponsorship, he affirmed that the intent is to

exclude individual or team commercial sponsorship as opposed to sponsorship of sport events.

Referring to the By-laws, page 115, Mr. Hicks expressed concern that an athletic student may be given a suspension affecting athletic opportunities versus a non-athletic student. He was hopeful that there would be more specific guidelines.

When Mr. Hicks questioned the affect of the Ontario Federation School Athletic Associations (OFSAA) transfer rule, particularly in relation to the Westmount 1990 program, Mr. Chapman said the rule allows immediate eligibility to play if a student, in making a program change, enrols at the nearest school. Mr. Hicks suggested that parents with students enroled at Westmount should be informed of such a concern about boundaries and eligibility to play sports.

Mr. Hicks briefly referred to conditioning time for fall sports.

Moved by Mr. Hicks:

That the amended Constitution of the Hamilton Interscholastic Athletic Council be approved as presented. **CARRIED.**

Mrs. Hill expressed appreciation to Mr. Chapman for his presentations.

Resolution from the Wentworth County Board of Education re definition of the "school day" (referred from November Board)

Mr. Stockwell, stating the officials would not have a concern if the trustees supported this request, advised that our Board has the flexibility of conducting programs such as voluntary instruction, after school hours.

Moved by Dr. Johnston:

That the correspondence from the Wentworth County Board relative to the definition of the "school day" be referred to the Committee to Study Religious Education in Schools.

Mr. Desmarais pointed out that Georges-P.-Vanier School is in a position similar to Wentworth County in that transportation of students impacts on after-hours programs. He agreed there was a need to define the "school day".

The motion was put to a vote and was **LOST.**

Moved by Mr. Korz:

That this Board support the Wentworth County Board of Education in its lobbying of the Minister of Education to amend the legislation to provide an equal opportunity for all Ontario public school students to attend religious instruction programs on a voluntary basis during their

lunch period.

When Mr. Desmarais asked the implications of supporting this motion, Mr. Korz replied that the Wentworth County Board had solicited this Board's name to add to a list of supporters.

A recorded vote was requested and the motion **CARRIED.** with Trustees Mason, Johnston, Allen, Rogers, Darby, Rodgerson, Desmarais, Mulholland, Korz, Hicks and Cunningham in favour and none opposed.

Resolution from the Dryden Board of Education re the diminishing of local board autonomy in policy formulation (referred from November Board)

Mrs. Hill indicated that this resolution had been supported at the November Board and referred to this committee for discussion.

While Canon Rogers was supportive of the resolution, Mrs. Bishop questioned the intent. She considers the relationship between the Ministry and Boards of Education as a constant but believes this matter relates to mandating of programs without sufficient funding. Mrs. Bishop also noted that some progressive directions have resulted from Ministry legislation.

Moved by Mr. Korz:

That this Board, in response to the request from the Dryden Board of Education regarding diminishing local board autonomy in policy making, write to the Minister of Education expressing our concern for the simultaneous mandating of programs without funds forthcoming.

When Mr. Desmarais questioned whether there was a need for a motion, Mr. Rielly quoted Mrs. Deans' motion from the November Board minutes.

The motion was put to a vote and was **CARRIED.** Voting in opposition, Mr. Allen explained that he could not support a resolution based on wording such as "apparent deterioration".

Report of the Special Education Advisory Committee

Moved by Mrs. Bishop:

That following Report of the Special Education Advisory Committee be approved:

a) That the Executive Summary Report on the intellectual, academic and behavioural characteristics of students referred to the Psychological Services Department be received for information and that a future meeting be scheduled to further review the background data, the proposed recommendations and their implications. (Psychology Department Writing Team - Psychological Profiles and Student Placement)

b) That the Transportation Department 1991 Annual Report be received for information.

c) That, if possible, the Special Education Committee meet once every three months in a school to facilitate members' awareness of special education facilities.

d) That Mrs. Bishop be nominated to represent the Special Education Advisory Committee at the Provincial Symposium on the Restructuring of Education -December 16 and 17th.

e) That the members extend to Dr. Marshall their appreciation for the courteous and pleasant manner in which the meetings of this committee have been conducted throughout this past year. **CARRIED.**

ELEMENTARY/SECONDARY

BUSINESS ARISING OUT OF THE MINUTES:

Magnet Schools

Moved by Mr. Korz:

That the Report on Magnet Schools be lifted from the table. **CARRIED.**

Mrs. Nicholls reviewed the report. She circulated a chart, asking that it replace page 50 of the report. (attached)

Mr. Stewart, citing the Ministry's direction toward the magnet school concept and program such as the Audio Visual Program at Sherwood, asked if such programs developed a magnet school.

Mrs. Nicholls explained that the intent of programs such as the Communications Program at Sherwood, Auto Body or the Technology Program, is to share expensive equipment through co-ordinated timetables with nearby schools. Mrs. Nicholls explained the difference between the two concepts of magnet program and magnet school: A magnet program addresses the needs of a small identified group of people in one location in a school and in the city whereas a magnet school would be a whole school with one focus, i.e. Tech School. She provided examples of magnet schools in Toronto, commenting that cities similar in size to Hamilton tend to have composite schools serving the needs of students.

Mr. Stewart stated his opposition to the recommendations.

Mr. Mulholland pointed out that, in his opinion, the issues of component staffing and site-based management must first be resolved before discussing magnet schools.

Speaking on the lack of choice available to students at Westmount, Mrs. Rodgerson stated that Westmount students who do not want to not participate in the Westmount program have no opportunity for regular classroom instruction and are forced to enrol elsewhere. She spoke briefly on the inherent problems arising for families in decisions surrounding a student leaving or remaining at Westmount. Noting there was no community

demand for this program, Mrs. Rodgerson quoted statistics she had acquired indicating a continuing decline (27%) in the number of pupils attending Westmount, despite the transfers in.

Moved by Mrs. Rodgerson:

That by means of a survey, the Westmount community be consulted regarding parental choice for instruction at Westmount Secondary School with the options of:

1) totally devoted to concept of the "1990 style", self-directed learning style,
or,

2) a dual track system embracing both self-regulated learning and regular classroom instruction, or,

3) regular classroom instruction only.

For the purpose of definition, the "Westmount community" shall be deemed to include families whose children attend Westmount now, those whose children attended Westmount during the period of September, 1990 to June, 1992, as well as those whose children are currently enroled at Westmount feeder schools in Grades 6 to 8.

As the discussion centred on magnet schools and magnet programs, Mrs. Hill ruled that this motion goes beyond that premise and would not accept the motion. She did however, indicate the motion would be welcome at an appropriate time.

Mr. Korz challenged the Chair's ruling on this motion in the belief that the motion fell within the jurisdiction of the report.

Mrs. Nicholls confirmed that the report does not suggest further changes at Westmount.

When it was noted that a challenge cannot be debated under our rules, it was suggested by Mr. Stewart that it may be more appropriate for the motion to be brought as a notice of motion.

Mr. Hicks considered Westmount to be a magnet school based on the criteria within the report, although he supported the Chair's ruling that the motion is out of order.

When Mr. Korz suggested that the motion be placed as an item under New Business, Mrs. Hill reminded him that a two/thirds majority would be required to add a new item to the agenda.

The challenge to the Chair was put to a vote and was <u>LOST.</u>

At this time Mrs. Nicholls clarified that all her research on magnet schools indicated their dependency upon the transportation of students to access the program.

Mrs. Mason suggested that three separate issues were under discussion: magnet school concept, whether this Board agrees with the direction of a magnet school and the concept of self-directed learning and where it should be. She agreed Westmount appeared to be a magnet school and believed it was a good direction to achieve excellence. She was also supportive of the need to protect the self-directed learning concept so as not to judge this issue prematurely.

Mrs. Bishop questioned the need to change the Board's direction noting that there are specialized programs in many of our secondary schools attracting students with different needs. She suggested that the Board is moving away from community secondary schools to schools with a basis of core and specialized subjects. She agreed these resources could not be placed in all the schools.

Mr. Rielly agreed that there were magnet programs, but Westmount did not fit the magnet school concept.

Miss Cunningham remarked that the difference between Westmount and other high schools is that Westmount does not offer the choice of a structured learning environment, but only a self-directed environment.

Mr. Korz noted that many of the problems inherent with the magnet school concept as detailed in the report are the very problems experienced in implementing the Westmount 1990 program. Mr. Stockwell then confirmed for Mr. Korz that none of the students transferring out of Westmount are provided with bus passes or tickets.

Stating his belief in, and support of, the self-directed learning model, Mr. Korz warned that not all students are suited to this learning environment and suggested the consideration of a dual track system at Westmount.

Mrs. Hill stated her belief that the motion contained in the report does not establish any direction, and in her opinion, supported the belief that Westmount is a magnet school. She had questions about the interpretation of the report and whether the Board wanted to go in this direction of a magnet school.

Mr. Stewart stated that the difference between Westmount and other high schools is the way the program is delivered. He did not feel Westmount was a magnet school based on program delivery. He suggested that the report be sent back to incorporate the definition of a "magnet school".

Feeling the interpretation of a definition was individual, Mr. Rielly preferred that the report not be referred back to officials to come back with a definition. He believed there were other issues that needed to be addressed and contended that Westmount is not a magnet school.

Noting that receiving the report for information provides the Board with options, Mr. Hicks referred to future discussion arising from Mrs. Rodgerson's motion. He suggested that issues raised by trustees this evening such as self-directed learning, where it belongs, the possibility of dual track, assumption of open access, student numbers, etc., could be addressed by the officials based on discussion recorded in the minutes.

Mr. Rielly agreed a number of issues could be addressed, however he preferred a clearer direction if the officials are to bring back a report.

Mr. Hicks suggested that Mrs. Rodgerson's proposed motion could be used to initiate the process, and Mr. Rielly indicated a report could be brought back relative to the motion on the direction of Westmount 1990 and allowing the program to move forward.

In response to Miss Cunningham's query, Mr. Jackson confirmed that the term "retirements" covers both graduates and drop-outs. He explained further that in a normal, four-year program, an average of 25% of the students would normally graduate and these figures reflect that assumption.

Moved by Mr. Darby:

That the Report on Magnet Schools be received for information.

Mr. Darby then called the question.

The question was put to a vote and was **CARRIED.**

The motion was put to a vote and was **CARRIED.**

When objections were raised to Mrs. Bishop's attempt to clarify issues requiring discussion, Mrs. Hill requested Mrs. Bishop present her list of issues to the Director.

NEW BUSINESS:
Recommendations of the Director of Education

Moved by Canon Rogers:

That the recommendations of the Director of Education be approved as presented.

Mr. Stockwell assured Mr. Darby that supplementary health insurance is required for out-of-country trips.

The motion was put to a vote and was **CARRIED.**

Report on the Evaluation of the Writing to Read Program

Mr. Kawai introduced Ms. Diane Rawsthorne, Primary Junior Co-ordinator and Ms. Connie Kidd, Research Department Program Research Analyst. The evaluation contains the results of a two-year study of the Writing to Read Program. Ms. Rawsthorne reviewed the history of this program and Ms. Kidd explained the in-depth review and the statistical information. The analysis provided rationale for an 18% increased level of ability in compensatory education students compared to a "control group".

Moved by Canon Rogers:

That the Report on the Evaluation of the Writing to Read Program be accepted for information and that recommendations be submitted for consideration at a later date.

Mrs. Bishop expressed appreciation for the rigour of this study and the clarification of the impact of the program. She remarked that she understood this paper was also presented at the Ontario Education Research Council Conference.

When Miss Cunningham queried whether further monitoring of these students would occur to see if they maintain their level of achievements, Ms. Rawsthorne explained there are no formal plans to follow these students. However, she stated that in the eleven schools equipped with the Writing to Read lab, software has been augmented and there is the opportunity for other students to use the lab as a writing room.

Aware of the need to promote opportunities for compensatory students, Miss Cunningham questioned whether mathematics skills are encouraged though use of software available.

Ms. Rawsthorne commented on her concerns that young children must first deal with mathematics in a concrete way with a "hands on" experience before moving into more abstract thinking.

Ms. Wilson voiced her support for the continuation of this program and its evaluation due to the importance of this philosophy's impact on compensatory students.

Pleased with the impact of this program, Ms. Rawsthorne stated their next joint endeavour with Research will deal with the implementation of the Growing into Language program. This is a continuation of emphasis on developing skills at an early age.

The motion was put to a vote and was **CARRIED.**

At this point in the meeting, Mrs. Hill extended a welcome to Miss E. Bond, as Superintendent of Program.

Mr. Hicks then briefly raised two issues: One, a newspaper article regarding traffic guards and possible reductions, with a request that officials monitor this situation. The second related to the size, and therefore the cost, of large Evening School advertisements in the Spectator. He asked that consideration be given to a reduction in the size, which he considered excessive.

The meeting then adjourned.

Read and confirmed,

.....
Chairman

cv

PERCENTAGE OF STUDENTS LIVING INSIDE AND OUTSIDE SECONDARY SCHOOL BOUNDARIES

	SEPTEMBER 30, 1989					SEPTEMBER SEPTEMBER 30, 1990				
SECONDARY SCHOOL	TOTAL ENROLMENT	INSIDE BOUNDARY ENROLMENT	% OF T	OUTSIDE BOUNDARY ENROLMENT	% OF T	TOTAL ENROLMENT	INSIDE BOUNDARY ENROLMENT	% OF T	OUTSIDE BOUNDARY ENROLMENT	% OF T
BARTON	1209	975	81%	234	19%	1229	952	77%	277	23%
DELTA	781	559	72%	222	28%	1023	636	62%	387	38%
GLENDALE	1256	1135	90%	121	10%	1205	1084	90%	121	10%
HILL PARK	1064	852	80%	212	20%	1092	846	77%	246	23%
SCOTT PK	923	550	60%	373	40%	1040	581	56%	459	44%
SHERWOOD	1174	697	59%	477	41%	1161	656	57%	505	43%
S.A.M.	1299	949	73%	350	27%	1301	904	69%	397	31%
S.J.A.M.	1265	706	56%	559	44%	1359	782	58%	577	42%
S.W.C.	907	630	69%	277	31%	955	664	70%	291	30%
WESTDALE	1426	1027	72%	399	28%	1403	1016	72%	387	28%
WESTMOUNT	982	672	68%	310	32%	863	575	67%	288	33%
CITY	12286	8752	71%	3534	29%	12631	8696	69%	3935	31%

NOTES

(1) This report excludes G.P.Vanier, the Alter-Ed Program and the secondary T.M.R. Program.

(2) Data for this report is provided from the Neighbourhood Survey of Enrolment As this report is based on the availability of postal codes, minor variation from official enrolments occurs.

MARCH, 1992

OPERATIONS MANAGEMENT COMMITTEE

THE BOARD OF EDUCATION
FOR THE CITY OF HAMILTON

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OPERATIONS MANAGEMENT COMMITTEE

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NEW BUSINESS:

MINUTES OF THE
OPERATIONS MANAGEMENT COMMITTEE
1992 03 10

Present: M. Lowe (Chairman Pro-Tem); Trustees Allen, Darby, Desmarais, Rogers and Cunningham.

Not Present: Trustees Hill and Patenaude.

Also Present: Trustees Bishop, Hicks, Johnston, Korz, Mason, Mulholland, Orban, Paquin, Rodgerson, Stewart and Wilson.

Officials Present:
K. Rielly, Director of Education and Secretary
P. Shewfelt, Superintendent of Finance and Treasurer
E. Bond, Superintendent of Program
R. Orlando, Superintendent of Plant
R. Kawai, Superintendent of Information Management Services
M. Quinn, Superintendent of Schools - Area 1
N. Nicholls, Superintendent of Schools - Area 2
R. Binns, Superintendent of Schools - Area 3
P. Gillie, Superintendent of Schools - Area 4
R. Lavoie, Superintendent of Schools - French as a First Language
G. Rutledge, Controller
S. Rogers, Assistant to the Secretary

In Mrs. Hill's absence, Mr. Rielly called the meeting to order and asked for nominations for Chairman Pro-Tem.

Moved by Miss Cunningham:

That Mrs. Lowe be appointed Chairman Pro-Tem. **CARRIED.**

Mrs. Lowe assumed the Chair and asked for confirmation of the minutes.

Moved by Canon Rogers:

That the minutes of the 1992 02 11 meeting be approved as presented. **CARRIED.**

Moved by Mr. Korz:

That the Elementary/Secondary item on Community Schools be dealt with as the first item of business out of consideration to the public present. **CARRIED.**

ELEMENTARY/SECONDARY

NEW BUSINESS:

Presentation regarding Community Schools - Doors of Friendship and North Central Community School Association

Mrs. Lowe welcomed Laura Kapogines, Tammy Lamers and Mr. Gerry Polmanter. Misses Kapogines and Lamers spoke of their experiences with the Community Schools and the impact closure would have on their neighbourhood peers. Mr. Polmanter stressed the many benefits derived by the neighbourhood, the children and the volunteers through this program compared to the cost.

Following the presentation, Mrs. Lowe explained that the Board's practice is to receive the presentation, ask questions, and then refer it to the officials for a report.

In response to Mr. Stewart, Mr. Polmanter outlined the academic programs offered.

When Ms. Orban asked whether Mr. Polmanter considered the community schools to have an impact on the neighbourhood through lessening of anti-social behaviour, Mr. Polmanter agreed. He stated that programs are offered five nights a week and teens can socialize and participate in programs among peers. One other benefit is that teenagers have the social workers who will listen to their problems. He suggested that the Police Department could verify the program's impact.

Ms. Orban cautioned that discontinuation of the community schools could have a rebound effect in terms of more vandalism and anti-social behaviour, similar to the closure of the 1985 Ottawa Project.

Mr. Korz asked that the official's response include relative statistics if possible.

When Mrs. Bishop asked about the effect of this program on the 85 volunteers, Mr. Polmanter used his involvement in the program as an example of the benefits such as increased self-esteem and confidence derived by the volunteers. Noting many of the volunteers were in the audience this evening, Mr. Polmanter stated the community schools attempt to tailor their program to utilize the individual skills or interests of the volunteers.

In response to further questions, he advised that at Robert Land School, participation fees for a year are 50 cents for a child, $2.00 for a teen and $5.00 for a family as opposed to $65.00 for a recreation centre membership.

Miss Cunningham commended Mr. Polmanter on the booklet and presentation. Commenting that the Board is facing its worst financial year, she asked about the possibility of increased fund raising to help offset the cost of the Community Schools.

Mr. Polmanter replied that fund raising to date has provided revenue for operating expenses and equipment and that large-scale fund raising, while considered, had not been undertaken. While he indicated his willingness to attempt major fund raising if necessary, he was unsure about the amount that could be raised as people had limited funds to donate. He was open to suggestions in this regard.

In discussing programs available at Pinky Lewis, Mr. Polmanter advised that programs have been reduced at that facility and the distance as well as the traffic prevent many children travelling there from their homes. Many parents prefer bringing their children to a community school within their neighbourhood.

In response to Mr. Allen, Messrs. Polmanter and Jeff Wright (social worker) outlined the neighbourhood parameters from which these programs draw participants. Mr. Wright added that at Parkdale School, there is no admission fee charged

except 50 cents per week for the cooking class.

Mrs. Lowe recalled visiting Parkdale with Mr. Mulholland. She thanked the presenters, stating trustees were interested and concerned about the community schools.

When Mr. Polmanter requested clarification of the meeting at which the official's response would be discussed, Mrs. Lowe determined that discussion would occur at either the 1992 04 01 or 1992 04 06 meeting of the Budget Review Committee.

It was agreed:

That the presentation regarding Community Schools - Doors of Friendship and North Central Community School Association, be received for information and referred to the officials.

GENERAL

BUSINESS ARISING OUT OF THE MINUTES:

Report re Education Development Charges (Lot Levies)

Mr. Shewfelt presented and reviewed this report.

Moved by Mr. Korz:

That the following recommendations regarding the Report on Education Development Charges (Lot Levies) be approved:

a) That the report be received for information

b) That, due to the current status of the local economy and the impact on residential, industrial and commercial development as well as the restraint that will be reflected in the 1992 Budget, the Board not proceed, at this time, with the implementation phase of Education Development Charges.

Mr. Shewfelt clarified for Mrs. Bishop that, a) should the economy improve, implementation of lot levies could again be considered, b) consortium costs amounted to $64,000, shared between the three boards.

The motion was put to a vote and was **CARRIED.**

Survey Results re French Immersion Program in a Secondary School

Mrs. Nicholls briefly related the history of this survey, acknowledging the input of parents throughout this process. Mr. Jackson, Supervisor, Research, reviewed and explained the statistical compilation of survey responses from the French Immersion families. He concluded that while there was no clear consensus of strong support for either Sherwood or Westmount, Sherwood School was being recommended on the basis of the number of families that would drop out if the program was located at Westmount.

Throughout this discussion, trustees offered their commendations to Mr. Jackson and his staff for their time and expertise in preparing this thorough, extensive survey.

Moved by Mr. Darby:

That the following recommendations regarding the Survey results re an additional location for a French Immersion Program in a Secondary School be approved:

a) That Sherwood Secondary School be designated as the location for the French Immersion program in the upper city.

b) That the upper city program begin at the grade nine level in 1992-93, and that an additional grade of the program be added each school year until the full program is in place.

In analyzing the survey, Mrs. Mason observed the following:
a) families with students in the secondary program chose Westmount over Sherwood by a majority of 11%
b) that 74% of the families in the area chose Westmount as compared to 70% of the families surrounding Sherwood School
c) page 5B indicates that across the mountain, only students living near Sherwood chose that school, the others preferring Westmount (except for two families in Area 6)
d) page 7A, comparison of areas 6 & 7 and 9 & 10 reflect 2% more families supported Westmount as their neighbourhood school over Sherwood
e) statistics on page 7B, only those living in Areas 8, 9 and 10 would switch from Westdale to Sherwood, however, families living across the entire mountain east of Garth, would switch from Westdale to Westmount. She concluded that she would not support the motion.

Mr. Darby, in defending the survey, remarked a) that trustees had the opportunity to modify the survey prior to distribution, b) it was important to ask everyone in the city for future planning. Relative to Mrs. Mason's comments on page 7B, he noted that elementary, not secondary students would be affected by this decision.

In reply to Mrs. Bishop, Mr. Jackson referred to page 15 and provided data on the number of respondents versus enrolment at A. M. Cunningham, Red Hill and Glen Echo Schools.

Mrs. Bishop remarked that if parents in the east end are prepared to go to Sherwood, it would eliminate a need for a third school.

In reference to Response #8, Ms. Gillies explained to Mr. Stewart that there are two groups of students from Wentworth County at Sherwood School. The initial group entered the school by a memorandum of agreement between the two Boards; that agreement has not been extended as those students graduate. Currently there are 51 students in Sherwood under the Right of Access, Section 40 and 41 of the Education Act.

Mrs. Nicholls explained for Mr. Stewart that if the program was located at Westmount, the intent was to house the French Immersion students separately during their French Immersion courses, but that their optional timetable programming (50%) would be under the Westmount 90 program.

Mr. Stewart spoke against the recommendations for economic reasons.

Citing the small percentage of the total student population, Miss Cunningham stated that the French Immersion program has been the most time-consuming and expensive subject she has dealt with in her years as a trustee. Reminding members that French Immersion is a non-mandated program, Miss Cunningham queried the costs to equip libraries. She concluded that she did not support the French immersion program, but the only recommendation she would agree to was the one contained in the report.

Mrs. Rodgerson sympathized with Miss Cunningham's concerns relative to finances, providing information that to run a French Immersion Library including audio-visual material costs $7,500 per year, phased in each year for 5 years. The cost of textbooks is $10,000 greater.

Mrs. Rodgerson declared that the survey had surfaced community concerns not previously delineated, while providing city-wide information essential to long-range planning. She thanked the families of the French Immersion community for their patience and detailed responses. Citing page 17, Mrs. Rodgerson noted that the impact of the Westmount 90 program resulted in the greatest number of comments, while the next largest number of comments related to a third secondary school. She remarked that placement of secondary location would be critical should funds not be available for a third location.

When Ms. Orban stated a concern that a commitment had been made for the lower city to have a French Immersion high school at some point in time, Mrs. Lowe corrected her, saying that, without equivocation, there had been no such formal commitment.

Mr. Hicks also clarified that a school in east end had never been remotely indicated. Referring to Page 5A, he questioned whether parents had been asked to indicate a second choice, to which Mr. Jackson replied in the negative.

In the short term, Mr. Hicks noted that parents had indicated a concern that polarization may occur in this program between the east and west ends of the city.

Mr. Jackson responded that his belief was that consideration of bus routes and the ease with which children could travel to school would be the motivating factor for parents in choosing schools.

In supporting the recommendations, Mr. Hicks stated his belief that placing the original program in Westdale rather than a more central locale had been a mistake.

Mr. Korz agreed with Mr. Hicks' comments, adding that he was opposed to the establishment of another school at this time. He also expressed concerns similar to Miss Cunningham about the

expansion of a program that "caters to a relatively small group in an optional program that seems to be receiving special status".

Mr. Darby concluded the discussion by assuring Sherwood parents that the French Immersion program within their school would be an asset and possibly increase the number of courses available to students.

The motion was put to a vote and **CARRIED.**

Mrs. Lowe thanked Mr. Jackson and Mrs. Nicholls, then acknowledged French Immersion parent representatives who were present in the audience.

Update - Provincial Mathematics Review

Miss Bond advised the intent of the Provincial Reviews was to look at student achievement, curriculum and how curriculum is being taught. Mr. Harry Traini, Co-ordinator Mathematics, presented the report, offering to make copies of the Board Report available to interested trustees who so request. He briefly referred to some examples of weaknesses and strengths province-wide before stating that, on most questions, this Board scored within 5% above/below of the provincial average. He expressed confidence that programs in place will make a difference in future reviews, and that he will able to use these results as a bench mark.

Mrs. Bishop remarked on the issue of accountability while referring to recent newspaper reports placing Canada and Ontario at below-average in math skills. Noting results were better in Grade 8 than the higher grades, Mr. Traini explained that a focus on concrete learning and manipulative learning has also been introduced through the use of graphic computers and calculators. He remarked that as the Board is modelling on many province-wide directives those results should be reflected in future reviews.

He indicated to Mrs. Bishop that a further, more detailed report would be brought to trustees on the Grade 8 results, possibly by the end of the school year.

In response to Mr. Allen's query about the use of "drilling" within the teaching spectrum, Mr. Traini stated that rather than drilling sheets of questions, teachers are trying to ensure an understanding of the application and an enjoyment of math.

When Mr. Allen asked if an analysis of Japanese/Oriental versus North American models had been attempted, Mr. Traini responded that Oriental students in our system have corresponding success here, however, he pointed out that a larger percentage of young people are educated in our system compared to many other countries.

Miss Bond added that information on assessment done by Ontario Institute for Studies in Education indicates that in the top 1% we are almost doing as equally well as the Japanese. She cautioned that in taking representative samples,

differences in culture and motivational effects must be considered.

While expressing his pleasure in the Review and Mr. Traini's confidence in the future, Dr. Johnston raised the subject of long term retention in students, i.e. memory work. He commented that use of calculators does not encourage long term retention.

Mr. Traini responded that in studies comparing students in the same grade with and without calculators, students with calculators progressed at better rate and had a better understanding of the math concept. He acknowledged a need to emphasize that calculators are a tool for confirming an answer that the student has already estimated. Mr. Traini remarked on the increased mathematics data available now as compared to years ago when memory work was more common.

Dr. Johnston's recalled an experience recently at the bank about people's inability to total their bank deposit slips, presumably due to poor math skills. He then asked Mr. Traini to confirm that long term retention is less developed than a generation ago.

Mr. Traini replied that he was sure this was true. He added that students live in a visual society and with the impact of television; the math teachers encourage understanding of concepts rather than memorization.

Moved by Mr. Korz:

That the update on the Provincial Mathematics Reviews be received for information.

In making this motion, Mr. Korz expressed opinions based on his recent experiences in the secondary school system. He commented that the main difference in the east-versus-west educational system's priorities is competition and that the western world does not reflect the realities of the harsh job market. In assessing the job market based on his problem-solving background, he noted that jobs that continue to be available during a poor economy are those which emphasize a high expertise in business, economics, math and natural science. It was his judgment that fewer people today are prepared. Noting the increase in the Japanese economy, he queried why their direction is not being heeded.

Ms. Orban questioned the need to give people highly sophisticated math skills as opposed to generic maths skills for everyday living. She was supportive of Provincial Reviews and traditional tools of learning, but expressed concern about overloaded teachers dealing with the math curriculum.

Mrs. Rodgerson, while agreeing that calculators only work as well as the mind controlling it, emphasized the need to fine-tune children's minds. She questioned the validity of "theme" learning as she believed it dominated the information being taught. Judging that the drilling or rote method instills a high

degree of reinforcement, she recalled how her son calculates 2 X 12 by multiplying 2 X 10 and adding 2 X 2.

Referring to her example, Mr. Traini stated that he felt it was more important to be able to solve this problem rather than relying on memory work. He reiterated that the intent is for students to develop an understanding that can be used in broad sense, concretely visualizing the process to gain understanding.

Mr. Mulholland drew attention to Review statistics relative to Delta School which indicated their students scored higher in several areas of this Review than either the Board or Provincial averages. He affirmed the review took place prior to Delta being de-streamed.

Mr. Stewart concluded the discussion referring to Dr. Johnston's example. He pointed out that lack of skills may relate to the number of times those skills were used.

The motion was put to a vote and was **CARRIED.**

Mrs. Lowe thanked Mr. Traini and Miss Bond.

Adult and Continuing Education Annual Report

Miss Bond introduced Mr. Bob Leedale, Co-ordinator, Adult and Continuing Education, who reviewed the report and recommendations.

Moved by Ms. Orban:

That the Adult and Continuing Education Annual Report 1992 be received for information.

In response to Mrs. Bishop, Mr. Leedale explained a) that Caretaking Expenses were only applied against the English as a Second Language Program as these classes are held on Saturdays, and b) the breakdown of the $38,000 cost for Summer Skill School.

Mrs. Bishop, in asking questions about administrative costs of these programs, asked that the next report include cost-per-student summaries to refine control over program costs.

Responding to Mr. Hicks, Mr. Leedale stated his expectation that the Ministry will review grants for the English as a Second Language Program but not the Heritage Language Program.

In discussing General Interest Courses, Mr. Leedale considered increased fees and a longer term as components of reduced participation, however, he then related the need for additional classes because of over-subscription of an advertised computer course. He admitted his puzzlement of these apparent contradictions.

Mr. Korz expressed concern about statements that the Heritage Language program as "grant rich" as well as the "ghosting" factor of the English as a Second Language program whereby Boards profit from insufficient students in the class.

Relative to fees, Mr. Leedale explained that prior to the implementation of the per-hour charges, seniors paid $10 per course. He noted that currently 160 seniors attend varied programs at Briarwood.

The motion was put to a vote and was **CARRIED.**

Moved by Mr. Allen:

That the following recommendation regarding the Adult and Continuing Education Annual Report 1992 be approved:

a) That the following recommendations proposed for 1992 be adopted:

Summer Skill School
i) That the Summer Skill School, scheduled to re-open in 1992, be postponed until further notice.

Evening School
ii) Close three general interest schools
iii) Maintain the general interest fee at $2.50 per hour and $1.25 per hour for senior citizens.
iv) Eliminate the Premium course and Non-Resident fee structure.
v) Increase the minimum class size from 15 to 20 students for credit courses.

Adult Centres
vi) Maintain Marty Karl and Briarwood.
vii) Consider closing Southview.

Mr. Leedale confirmed for Mr. Korz that a) the $39,000 for the Summer Skill School was included in the 1992 budget submission, b) the figure of $44,000 related to administrative salary savings due to consolidation of the Evening School Program c) Evening School Program is cost recoverable.

Relative to the possible closure of Southview, Mr. Leedale explained that there was no 18- month closing process involved. Mr. Rielly added that the intent of this recommendation is that the possible closure of Southview would become an issue for consideration by the Accommodation and Budget Review Committees.

When Mrs. Rodgerson asked about future plans for Southview, Mr. Leedale explained that he had made no recommendations, as the disposition of this building was an accommodation matter.

In detailing the $44,000 savings in the consolidation of the Evening School Program, Mr. Leedale explained that the calculation was based on the closure of three of the eight sites. As over 60% of the advertised courses did not have enough students, it is his opinion that consolidation will improve this program.

When Mr. Stewart expressed concern that at least one site for an elementary summer school program be implemented, Mr. Leedale remarked that this recommendation results from 1992 budget considerations.

Noting the basic fundamentals being taught in this program, Mr. Stewart opposed this recommendation and asked that this recommendation be voted upon separately.
Dr. Johnston stated his support for the Summer Skill School program as an integral part of the school program before asking the rationale for the closure of Southview.
Mr. Leedale stated closure of Southview is a budget consideration, resulting from the limited ability of Southview to deliver program due to size. He emphasized that Briarwood is highly suited and well-located to serve the adult program.

When Ms. Orban outlined her concern for program availability on the mountain, Mr. Leedale noted mountain seniors already attend Briarwood and he refers people to the St. Charles Program or Mohawk College if they best suited their interests. There has been no discussion of the three Boards delivering adult education jointly, however Mr. Leedale stated a preference for Boards to offer certain courses.

When Mrs. Bishop requested that the closure of Southview be voted on separately, Mrs. Lowe assured her that the officials would bring back a report about this consideration.

Mr. Stewart remarked it was his understanding that as part of a report brought by Mr. Skidmore, the former Superintendent of Program, this recommendation had already been approved. Mr. Rielly noted that the school is not closed and the recommendation is that it be considered within Accommodation and would, therefore, be include as part of that report.

In response to Miss Cunningham, Mr. Leedale said the Summer Skill School originally had six locations and were being consolidated to three. While recognizing the need for this program, he commented that it was not covered by grants. If the program operated in 1992, it was his intent to only offer programs where schools have sufficient numbers of registrants.

Mr. Allen queried the need for Summer Skill School with the remedial assistance program available to assist teachers and students with special needs. He was supportive of both the recommendation that Summer Skill School be postponed and a co-operative approach of the three Boards relative to Adult Education.

Citing the on-going concern about deployment of services and administrative costs involved in three Boards providing Adult Education, it was

Moved in amendment by Mr. Korz:

b) That officials bring a summary of the Continuing Education programs offered by the 3 area board and present

recommendations for the sharing of resources and the down scaling of the Hamilton Board of Education's Adult Education.

Mr. Korz noted no time line had been included in the amendment, but added his hope was that officials would work on this following completion of budget deliberations.

The recommendation relative to Summer Skill School was put to a vote and was **CARRIED.**
The recommendations relative to Evening School were put to a vote and were **CARRIED.**
The recommendations relative to Adult Centres were put to a vote and were **CARRIED.**

Trustees Hicks and Cunningham spoke against Mr. Korz' amendment as being too early, and expressed concern about the officials providing a summary of the Continuing Eduction Program of the other Boards.

The amendment was put to a vote and was **LOST.**

Mrs. Lowe offered thanks to Mr. Leedale and Miss Bond.

Safety in Schools with regard to Equipment and On-site Management (requested by Trustee Orban)

Moved by Ms. Orban:

That this Board move towards a more aggressive policy to enhance school and police relationship for the sake of safety in schools, and in life threatening situations:

a) in terms of existing "community policing models"
b) and with regard to Assault Policy Document in terms of school expectations and police expectations by joint training process.

Ms. Orban stated her rationale for this motion related to increasing incidents involving knives, live shells and guns in schools.

Ms. Orban agreed with Mr. Korz' request to refer this motion to the officials for more information.

Moved by Mr. Korz:

That this motion be referred to the officials for a report.

As a point of information, Mr. Hicks clarified that the Board recently had a presentation on the whole issue of violence and hoped that, in context with the Assault Policy Document, Ms. Orban's concern could be addressed.

The motion to refer was put to a vote and was **CARRIED.**

Ms. Orban then recalled the recent presentation and proposed implementation (June, 1992) of the Hamilton Interscholastic Athletic Risk Management Policy. Understanding this document had been made available to the insurance company, Ms. Orban expressed concern about: a) liability in the

transition period of implementation, b) training of staff and maintenance of equipment. She outlined several examples relative to equipment and school safety, recalling the recent death of a Toronto student. She stressed concern about legal implications when some teachers were already following the practices within this Policy and others had not even seen the document.

Moved by Ms. Orban:

That this Board institute training of staff with regard to equipment checks and on-site management prior to formal implementation of the Hamilton Interscholastic Athletic Council Risk Management Policy:

a) so as to ensure that equipment is up to minimum standard and in place for Interscholastic Athletic games both in school and off campus
b) and posting check lists to ensure safety of gymnastic equipment prior to games.

Ms. Orban again agreed with Mr. Korz' request to refer this motion to the officials for a report.

Moved by Mr. Korz:

That this motion be referred to the officials for a report.
CARRIED.

Report of the Transportation Committee

Recalling that over the years trustees have agreed to make exceptions to transportation pick-up points, Mrs. Bishop moved the Report of the Transportation Committee with the following amendment: That clause b) be amended as follows: That the Report regarding Reduction in Transportation Grants (cost reduction suggestions) be "approved" - rather than "received for information". She wished to have it clearly clarified that these exceptions would be eliminated in compliance with the Transportation Policy.

Moved by Mrs. Bishop:

That the following Report of the Transportation Committee as amended be approved:

a) That the following recommendations regarding the Report on Transportation for Gifted - Secondary be approved:

i) That the report be received for information.
ii) That there be no change in the present practice.

b) That the Report regarding Reduction in Transportation Grants (cost reduction suggestions) be **approved.**

Ms. Wilson, Transportation Officer remarked that under Clause 1) of the Report regarding Reduction in Transportation Grants, primary/junior pick-up points within one mile of school would cease, and would impact on special circumstances

as indicated by Mrs. Bishop.

Ms. Wilson advised Mr. Hicks that the grant structure has not changed since a report to Board last October. Regarding double-run buses, Mr. Hicks requested a costing of eliminating double-run buses or using smaller buses and asked if there would be an opportunity to review this issue during budget discussions. When he queried the process for handling problems resulting from double-run busing, Mrs. Lowe indicated that Ms. Wilson and Mr. Rutledge were dealing with them on an on-going basis. It was her expectation that officials would work on these suggestions towards cost reductions with a report back.

When Mr. Mulholland objected to the wording of a Committee Report being changed, Mrs. Lowe indicated her agreement.

Mrs. Bishop again stated her concern for the need to approve this report rather than receive this report for information, particularly related to discussions with constituents. Having spoken with Ms. Wilson, it was her understanding that no further report was expected to be presented.

As Chairman of the Transportation Committee, Mrs Lowe outlined the reasons for the two recommendations on the report. Clause b) related to the reduction in grants and some suggestions that Ms. Wilson, as Transportation Officer, had brought for trustees to consider.

When the validity of Mrs. Bishop amending her own motion was raised, Mr. Korz suggested that he move the report and Mrs. Bishop make the amendment, which would allow the amendment to be voted on separately.

Mr. Desmarais echoed Mrs. Lowe's comments that 10 suggestions were presented for officials to look into for possible savings. He was opposed to amending the report.

In calling the question, Mrs. Lowe indicated that she would not accept Mrs. Bishop's amendment.

The motion was put to a vote and was **CARRIED.**

Conflict of Interest (requested by Trustee Cunningham)

Miss Cunningham referred to two booklets that trustees recently received in their lockers "Open Local Government" and "Municipal Conflict of Interest Review". Referring to the many areas related to contract negotiations and budget and personnel decisions, Miss Cunningham urged the establishment of procedures for disclosure of direct or indirect pecuniary interest to avoid legal implications arising out of conflict of interest charges.

Moved by Miss Cunningham:

That the following recommendation relative to Conflict of Interest be approved:

a) That the Chairs' Committee:

i) review the present method of disclosure by members of this Board (trustees and staff)
ii) provide a procedure for the disclosure of a pecuniary interest and for withdrawal from the decision-making process where the personal pecuniary interest of a member may conflict with the public interest,
iii) in the public interest and to preserve the integrity of the decision-making process of this Board, provide a remedy to disclose publicly when a member does not disclose a personal pecuniary interest and withdraw from decision-making,
iv) obtain legal advice to establish disclosure procedure

With Miss Cunningham's agreement, Mr. Stewart proposed the rewording of clause ii) to read: "provide a procedure for the disclosure of a "direct or indirect" pecuniary interest ....".

Several trustees spoke in support of the motion. Ms. Orban, noting trustees are presently governed by the Municipal Conflict of Interest Act 1983, queried the necessity for clause iii) and whether the Chairman would delete it, however, Miss Cunningham declined.

Mr. Allen welcomed the opportunity for further discussion and clarification of this issue, noting that declaration of a conflict of interest avoided many dangers.

Mr. Mulholland spoke in opposition and requested a recorded vote.

The motion was put to a vote and was **CARRIED** with Trustees Bishop, Wilson, Mason, Allen, Stewart, Rogers, Darby, Lowe, Orban, Rodgerson, Paquin, Desmarais, Korz, Hicks and Cunningham in favour and Trustee Mulholland opposed.

Report of the Special Education Advisory Committee

Moved by Mr. Korz:

That the following Report of the Special Education Advisory Committee be approved:

a) That the Learning Resource Teacher Update be received for information.

CARRIED.

ELEMENTARY/SECONDARY

NEW BUSINESS: Recommendations of the Director of Education

Moved by Ms. Orban:

That the recommendations of the Director of Education be approved as presented.

Mr. Stewart wondered if Canadian destinations are no longer recommended to secondary students.

The motion was put to a vote and was **CARRIED.**

Preliminary Review of Middle School Program

Ms. Bond introduced Mr. Rick Clark, Middle School Special Assignment Teacher, who reviewed the report.

Moved by Miss Cunningham:

That the Preliminary Review of Middle School Program be received for information.

CARRIED.

Mrs. Lowe thanked Mr. Clark and Miss Bond.

Re-Opening of Highview Middle School

Moved by Ms. Orban:

That the Report on the Re-Opening of Highview Middle School be received for information.

Trustees Orban and Lowe spoke of their appreciation to Ms. Gillie in ensuring trustees in Wards 6 and 7 were kept informed about this situation.

At Mr. Hicks' request, Mr. Orlando detailed the $150,000 for maintenance and repairs to be interior painting, minor floor repairs, and some mechanical and electrical work. Mr. Shewfelt indicated that this expenditure would be included in the information being presented to the trustees at the Budget Review Committee meeting later this evening.

Mr. Hicks was assured that this expenditure could be discussed further at Budget Review.

The motion was put to a vote and was **CARRIED.**

The meeting then adjourned.

Read and confirmed,

.....

Chairman

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Minutes

APRIL, 1992

OPERATIONS MANAGEMENT COMMITTEE

THE BOARD OF EDUCATION
FOR THE CITY OF HAMILTON

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OPERATIONS MANAGEMENT COMMITTEE

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MINUTES OF THE
OPERATIONS MANAGEMENT COMMITTEE
1992 04 07

Present: Trustees Hill (Chairman), Allen, Darby, Desmarais, Lowe and Cunningham.

Not Present: Trustee Rogers.

Also Present: Trustees Bishop, Johnston, Korz, Mason, Orban, Rodgerson, Stewart and Wilson.

Officials Present:
K. Rielly, Director of Education and Secretary
A. Stockwell, Associate Director of Education
P. Shewfelt, Superintendent of Finance and Treasurer
E. Bond, Superintendent of Program
R. Orlando, Superintendent of Plant
M. Quinn, Superintendent of Schools - Area 1
R. Binns, Superintendent of Schools - Area 3
P. Gillie, Superintendent of Schools - Area 4
G. Rutledge, Controller
S. Rogers, Assistant to the Secretary

After noting that Canon Rogers had expressed his regrets for being unable to attend this evening's meeting, Mrs. Hill called the meeting to order and asked for confirmation of the minutes.

Moved by Miss Orban:

That the minutes of the 1992 03 10 meeting be approved as presented. **CARRIED.**

GENERAL

BUSINESS ARISING OUT OF THE MINUTES:

Report from Officials re:
a) Safety in Schools
b) Training of staff with regard to equipment and On-site Management

The members agreed to defer this item to the May meeting of the Operations Management Committee.

NEW BUSINESS:

Recommendations of the Director of Education

Mr. Stockwell noted that the Business Education Leadership Conference has been attended by many students over a number of years and has proven to be beneficial. He added that the teachers' expenses are built into the students' costs and the costs for supply teachers come out of the Business Education Co-ordinator's budget.

Mr. Stockwell clarified that this request is of General jurisdiction as students from G. P. Vanier Secondary School are included.

Moved by Mrs. Lowe:

That the Recommendations of the Director of Education be approved as presented. **CARRIED.**

Presentations - Enrolment of Adults in Day School Classes in Secondary Schools

Mrs. Hill called on Ms. Judy Delottinville and Ms. Leslie Leaist, adult students at Sir Winston Churchill and Delta Secondary Schools respectively to make their presentation, during which they challenged the Hamilton Board to keep the Adult program operating.

Ms. Delottinville and Ms. Leaist then answered numerous questions from Trustees.

Miss Cunningham thanked the presenters. Adding that the matter has only recently been put before the Trustees for their consideration, she apologized for the concern this issue has caused and suggested that it has been based on erroneous information. She encouraged the presenters to promote the taking of two courses whenever possible among their peers to assist this Board with its budget.

Mrs. Hill then called on Cheryl Katz from Westdale Secondary School to make a presentation.

A brief was distributed and Ms. Katz' reviewed the contents. (See Appendix A)

Ms. Katz responded to questions that the distance adult students must travel to school is more an issue of convenience rather than a priority, noting that a neighbourhood school permits many parents to take their children to school before they attend a nearby school. She responded to another question that the courses in which she is enrolled are all full.

Mrs. Hill thanked the presenters and wished them well in their educational endeavours. She then asked the members their wishes in dealing with the item.

Mr. Stewart noted that there are procedures in place and suggested that the presentations should be referred to the Officials for a response at next month's meeting.

Mrs. Hill noted that decisions relative to this issue will be made at tomorrow night's (1992 04 08) Budget Review Committee meeting, thereby deeming a report from the Officials at next month's meeting would be redundant. She suggested another direction would perhaps better serve both the trustees and public. Recognizing that it would be a deviation from the normal procedure, Mrs. Hill pointed to the provisions in the Rules and Regulations for dealing with presentations that same evening with a two-thirds majority approval.

Mr. Stewart then suggested that the issue be delayed until the Province's pending stand on adult education is announced.

Miss Cunningham asked if the Officials would be able to provide more information than what was given at last week's Budget Review meeting.

Mr. Stockwell clarified one aspect in that the direction as reported to the trustees last week was agreed upon at a meeting with the Superintendents of Schools on 1992 03 23 and

finally confirmed at a Secondary School Principals' meeting the next day.

Several Trustees spoke in favour of dealing with the issue as soon as possible, citing the seriousness of the issue to the adult students.

Mr. Stockwell responded to a question that once the budget is approved there will be some indication of the lines available to staff for teaching adults and the officials will attempt to meet with the Principals by 1992 04 15 to allocate teaching lines so that the normal process of enrolling students can be completed.

Moved by Mrs. Lowe:

That the Presentations regarding Enrolment of Adults in Day School Classes in Secondary Schools be dealt with this evening.

The motion was put to a vote and was **CARRIED** by the required two-thirds majority.

Moved by Mrs. Lowe:

That the Enrolment of Adults in Day School Classes in Secondary Schools be referred to the 1992 04 08 meeting of the Budget Review Committee. **CARRIED**.

1991 Audited Financial Statement and Treasurer's Report

Mr. Shewfelt informed the members that the document will appear in the local newspapers before the end of the month. He then introduced the Board's Auditors, Mr. Michael Collyer and Mr. Ernie Serson of MacGillivray Partners.

Mr. Rutledge reviewed the Financial Statement and Treasurers' Report.

Mr. Collyer reported that, having audited the Financial Statement on behalf of the Trustees of the Board, the records were found to be in very good condition.

Mrs. Hill questioned whether it was Mr. Collyer's opinion that the Board should continue to set aside the same amount of funds for the Dofasco Appeal Fund or could the amount be reduced.

Mr. Collyer responded in the affirmative as no one in a position of expertise will give either himself or the Board an opinion as to the possible outcome of the appeal.

Mrs. Hill thanked Messrs. Collyer and Serson for attending this meeting.

Moved by Ms. Orban:

That the 1991 Audited Financial Statement for the Board of Education for the City of Hamilton be approved as presented to the members. **CARRIED**.

1991 Audited Financial Statement of the Board of Education for the City of Hamilton Foundation

Mr. Shewfelt, on behalf of the Board of Directors of the Foundation, presented the Financial Statement for 1991, noting that nine new Awards have been established bringing the total to 83.

Mr. Shewfelt responded to a question that there will be a recipient this year for the Sino Canadian Award. He added that some funds for other Awards were put into capital and there was not sufficient money to provide awards. In addressing concerns expressed by trustees last year, the Directors are attempting to revise the conditions of some deeds to assist in granting Awards where there have not been recipients for a number of years.

Mr. Shewfelt responded to a question that the Foundation is a legally registered charitable trust fund that is governed by a Charter.

Moved by Miss Cunningham:

That the 1991 Audited Financial Statement for the Board of Education for the City of Hamilton Foundation be approved as presented to the members. **CARRIED**.

Miss Cunningham expressed appreciation to the Finance Department for their annual report and presentation. She noted that this year's report shows that the Officials have followed the direction given by Trustees and they in turn have given good direction to the Trustees, all of which has resulted in the Board ending 1991 on a positive note.

Report re Capital Expenditure Multi-Year Forecast: 1992

Mr. Rutledge, in presenting the Report, noted that significant changes to developments in the upper city have been identified by the Research Department and the Superintendents of Schools since the last C.E.F. submission in December, 1991. In essence, it has been determined that additional accommodation is needed, the specifics of which will be discussed with the Trustees at a workshop on 1992 04 13. In the interim, approval is being sought to amend the original C.E.F. submission by adding two additional JK-5 Schools and one Middle School at a cost of 14 million dollars.

Moved by Miss Cunningham:

That the Capital Expenditure Multi-Year Forecast: 1992, Allocations for 1993 to 1997 be approved as amended.

Mr. Rutledge confirmed that there has been no official word relative to more funds from the Ministry being available for capital expenditures.

In reply to Mr. Stewart's concern, Mr. Rutledge indicated that the Queen Mary School project was in the December C.E.F. submission under non-growth projects; these three projects are in addition to that submission and are listed under growth projects.

Mr. Rutledge agreed to provide the trustees with a copy of the entire submission. (See Appendix B)

In response to Ms. Orban's question about accessing the Province's 53 million dollar fund for "multi-purpose school concepts" (i.e. recreation centres attached to buildings that house both public and separate schools), Mr. Shewfelt pointed to the difficulty of information coming through press releases or announcements without specific details being provided to the school boards.

Mr. Rielly indicated he would investigate Ms. Orban's suggestion that a memo in this regard was issued to Directors of Education.

Mr. Stewart questioned whether the new middle school would still be required had the Board agreed to convert one of the upper city Vocational Schools into a Middle School.

Ms. Gillie responded that this request is based on new data that the Research Department received early in March relative to the escalating rate of growth in the upper city. Noting that this proposal will be presented to the Trustees in the upcoming Accommodation Report, the request needs to be submitted in the C.E.F. report to the Ministry in order to have any chance of receiving assistance.

Mr. Stewart said he could not support the report without seeing the "bigger picture".

Mrs. Hill pointed out that more information will be coming to the trustees by the end of May. Mrs. Hill also noted that the request to the Ministry can be withdrawn if such a direction is not supported during the Accommodation Report deliberations.

The motion was put to a vote and was **CARRIED**.

Rental Rates of School Facilities

Mr. Rutledge presented the report. Noting the complexity of having to take into consideration several variables, he indicated the approach was to look at the rates on a cost recoverable basis.

Mrs. Hill declined Mrs. Mason's request to ask a Principal in the audience a question, preferring that questions be directed to staff at the table.

Mrs. Mason expressed her concern with the Report. In particular, she questioned the charges listed on page 12 that are not applicable to Caledon Day Care Centre (i.e. the per square footage charge for caretaking service when the caretaker's responsibility is limited to removing the garbage, etc.) In addition, the children at Caledon Day Care are children of students attending the school and they in turn earn credits through the Centre. She suggested that upwards of 20 students are obtaining credits, the supervision for which is not from Board staff.

Moved by Mrs. Mason:

That the Report on Rental Rates of School Facilities be referred to the Child Care Committee for their comments.

Mrs. Mason agreed with Mr. Korz that the Operations Management Committee was the preferred forum for discussion and debate of the Rental Rates and asked to withdraw her motion.

The members supported the withdrawal of the motion.

Moved by Mr. Korz:

That the Report on Rental Rates of School Facilities be received for information and the following recommendations be approved:

(i) That the rates for the Recreation Department and Community Groups be approved as presented.
(ii) That the rates for Child Care Centres be approved as presented.
(iii) That all rental rates be reviewed and adjusted annually.

Mr. Korz, in reference to the common messages in numerous phone calls he received on this issue, questioned whether letters from the Board had been sent home.

Mr. Rielly said he was not aware of any such communication.

Mrs. Rodgerson confirmed that she had spoken with the Child Care Program Leader who had no knowledge of any written communication either.

Mrs. Bishop, calling this an incomplete report as it does not deal with the whole range of property the Board rents, questioned the lack of information in the report on the rental policies for commercial use of our schools by groups such as the Hamilton Teachers' Federation, the Association for Learning Disabilities, the First Base program, etc. Citing other examples, Mrs. Bishop questioned the definition of "community groups".

Mrs. Bishop also questioned administrative and overhead costs being assigned only to Child Care Centres and not to community groups. She asked the amount of time that is spent on rentals, including clerical assistance.

Mr. Shewfelt could not relate a percentage of time the Administrator involved would allot to this responsibility but noted that there is an additional one and a half full time persons involved in this area.

Mrs. Bishop contended that there has been a decision to apply some fixed cost to some programs. She suggested that differences between certain kinds of programs i.e. profit vs. non profit, programs established by Board of Education

policy, programs mandated by the Provincial Government, alignment with Board of Education programs, compatibility or agreement with Hamilton Board's Mission Statement, etc., have a bearing on who the Board would want to rent to and the rates it would charge.

Mrs. Bishop remarked that everything has been "dumped on" child care and makes these programs unable to operate. Mrs. Bishop concluded that she is not opposed to a rental policy but in a more refined manner and one that will not lead to community programs being unable to operate.

Moved in amendment by Mrs. Bishop:

That the Report on Rental Rates of School Facilities be referred back to the Officials to develop new policies in terms of rental of Board property, taking into consideration the following:
.profit and non-profit organizations
.programs established by Hamilton Board of Education policy
.programs mandated by the Provincial Government
.the degree of alignment with or extension of a Hamilton Board of Education program
.the degree of compatibility/agreement with the Hamilton Board of Education Mission Statement

Mr. Shewfelt responded to Mr. Stewart that only Delta and Allenby Child Care Centres are presently being charged a fee ($560 a year).

Mr. Stewart, while understanding that the Board has to recover its costs, suggested that this recommended increase can not be levied without proper notice.

Moved in amendment to the amendment by Mr. Stewart:

That the Report include a five-year plan that will produce rental rates on a cost recoverable basis, to be implemented on a graduated scale in order to allow groups an opportunity to adjust.

Mr. Allen observed that the Board has been remiss in not reviewing this policy previously. While supporting the concept of the Day Care centres paying a fair rate for the services provided, he supported the amendment as the issue needs more consideration.

Miss Cunningham asked if there is a reason why some groups were not included in the report.

Mr. Shewfelt drew attention to what the Officials viewed as the mandate in considering the Board's policy (as quoted on page 3). Noting that rentals to tenants has not been included in the report as they are not "community organizations", Mr. Shewfelt offered that such could be included if it is the wish of the Committee.

Mr. Shewfelt asked for time to examine contracts for each of the tenants in order to determine whether these rates are "behind the times" as well.

Miss Cunningham referred to the difficult budget process and the fact we are looking at reducing staff. She, therefore, was prepared to support the report as this is an area where the Board can gain revenue to offset expenses.

Mrs. Rodgerson questioned why a phase-in period was not recommended in the report.

Mr. Shewfelt replied that such direction is the prerogative of the Committee.

Mrs. Hill clarified that rental rates has not "suddenly" surfaced but has been a concern for some time.

Ms. Orban commented that the delay in not updating the rental rates is not the fault of groups such as the Day Care Centres. She questioned whether the Board would be required to pay taxes on the rent that it collects.

Mr. Rutledge confirmed that the Board is charged taxes on the fee charged Dalton Insurance for the use of space at Central School but, he added, that such is incorporated into the fee and is recovered.

Ms. Orban spoke in favour of a fair policy relative to the rates being charged and suggested that current rates for renting of commercial property be examined in this regard. She also supported the amendment relative to a phase in period.

In response to comments, Mr. Rielly countered that the Report does not contain inflated figures relative to the Board's costs.

Dr. Johnston spoke in support of the motion to refer and expressed concern as to the meaning of "fair share", suggesting that this implies the groups are not necessarily paying the same amount. He viewed the recommended rates as detrimental to the well being of the community.

Mrs. Lowe felt that the Officials had prepared a report in response to what was requested and expressed concern that the referral will result in "reams of information" and confuse the issue even more. She indicated she would support the amendment, however, as she feared the Report itself would be defeated.

Mr. Stewart agreed to incorporate an annual review until the five year program is complete into his amendment to the amendment.

The question was called and it was Carried.

The amendment to the amendment, as follows, was put to a vote.

That the Report include a five-year plan that will produce rental rates on a cost recoverable basis, to be implemented on a graduated scale in order to allow groups an opportunity to adjust and that the rental rates be reviewed annually until the 5 year program reaches the approved rental rate. **CARRIED.**

The amendment, as amended, was put to a vote and was **CARRIED**.

Mr. Shewfelt recounted his interpretation of the trustees' direction relative to the re-working of the Report:
. it is based on the existing policy
. the five year plan is to be based on current values and not escalated with the proviso that such will be covered in the annual review
. the recreation centres, community groups and day care centres are included in the review.

Mrs. Bishop suggested that cost recoverable over a five year period could be the end result, i.e. some groups pay more, some pay less.

Mrs. Hill ruled that the mandate to the Officials is to bring back a report incorporating a graduated scale. It is this Committee's responsibility to examine that and determine that community group (a) will only pay a percentage of that or nothing or all, etc., as it is not the Officials' responsibility to determine the quality of clientele.

Suggesting that the Chairman's ruling was not necessary in this instance, Dr. Johnston recalled that the Director indicated he has carefully noted all the comments made this evening and he expressed confidence that such will be considered in developing the Report.

Correspondence from the Fort Frances-Rainy River Board of Education regarding Future of Public Education in Ontario (referred from the 1992 03 24 Board)

Moved by Mr. Allen:

That this Board support the resolution from the Fort Frances-Rainy River Board of Education regarding Funding of Public Education in Ontario and that such endorsement be forwarded to the Minister of Education as requested. **CARRIED.**

ELEMENTARY/SECONDARY

BUSINESS ARISING OUT OF THE MINUTES:

Response from the Officials to the presentation regarding the Community Schools

Mr. Allen, on behalf of the Board and, particularly the Wards 3 and 4 Trustees, thanked those who made the presentation at the March Operations Management Committee meeting and assured them that the report will assist the trustees in the budget deliberations. Noting that the Community Schools Program is presently under review, he stated that the results

will be known sometime tomorrow evening (1992 04 08, Budget Review Committee).

NEW BUSINESS:

Recommendations of the Director of Education

Mr. Stewart complimented both Westdale and Sir Winston Churchill Secondary Schools for arranging trips within Canada.

Indicating he would support the trips reluctantly, Mr. Allen expressed his concern with students visiting major urban centres in the United States and voiced a wish that History teachers would focus more on history within Canada.

Moved by Mrs. Lowe:

That the recommendations of the Director of Education be approved as presented. **CARRIED**.

School Year Calendars and Holiday Schedule for the Education Centre and Secondary Schools

Mr. Allen stated that he will not discuss nor participate in the consideration of this Agenda item due to a Conflict of Interest.

Moved by Mrs. Lowe:

(a) That the calendars for the Hamilton Board of Education for the 1992-93 School Year be approved as presented.

(b) That the following Holiday Schedule for the Secondary School offices and Education Centre office, as presented, be incorporated into the 1992-93 School Year Calendar:

Monday, September 7, 1992 - Labour Day
Monday, October 12, 1992 - Thanksgiving Day
Thursday, December 24, 1992 - 12:00 Noon Closing
Friday, December 25, 1992 - Christmas Day
Monday, December 28, 1992 - in lieu of Boxing Day
Thursday, December 31, 1992 - 12:00 Noon Closing
Friday, January 1, 1993 - New Year's Day
Friday, April 9, 1993 - Good Friday
Monday, April 12, 1993 - Easter Monday
Monday, May 24, 1993 - Victoria Day
Thursday, July 1, 1993 - Canada Day
Monday, August 2, 1993 - Civic Day

Mrs. Bishop asked for rationale for the traditional school year calendar which schedules both the minimum number of instructional days and the maximum number of days allowed for examinations and professional development days.

Mr. Stockwell responded that the pattern of the school year calendar has been a long-standing practice, noting that such is fairly common across the Province.

Citing this issue is a concern of the community, Mrs. Bishop suggested that next year's calendar committee consider alternatives.

Mrs. Bishop drew attention to the letter from the Home and School Association (page 50). Knowing that they made strong representation to begin school on 1992 09 01, she asked Ms. Chas. Therrien, who was in the audience, to speak to their concern.

Ms. Therrien detailed some of the reasons for the Home and School's request, i.e. this summer will be long (10 weeks) and normally children, by mid-August, are ready to return to school; summer jobs for students are expected to be limited due to the economy; the weather in early September is a little better for attending school.

Mrs. Bishop asked why the Home and School's suggestion was not being recommended.

Mr. Stockwell responded that there were varying concerns, i.e. the feeling that there would be poor attendance at school, particularly in the secondary schools, and an early start would not prove productive. He pointed out that one of the P.D. days for the teachers is scheduled that week and will result in one less disruption in the course of the year. In addition, this pattern is also being followed by area Boards (Wentworth County, Hamilton-Wentworth Roman Catholic Separate School and Halton) and the Ministry requires a collaborative effort.

Moved in amendment by Mrs. Bishop:

That the school year begin on 1992 09 01 and end on 1993 06 25.

Mr. Stockwell clarified for Mr. Desmarais that the calendar for G. P. Vanier Secondary School was included in the Agenda package for information only to provide the members with an complete system package.

Mr. Stockwell clarified that this calendar schedules the start of the second semester before the end of January on January 29th, which will result in the Ministry automatically paying grants based on the enrolment figure as of 1993 01 31.

The amendment was put to a vote and was **LOST**.

The motion was put to a vote and was **CARRIED**.

The meeting then adjourned.

READ AND CONFIRMED.

.....

Chairman.

rm

Hamilton Board of Education Trustees.

1. Gary Ricketts
2. Loretta Hepperstall
3. Margaret Jones
4. Kim Gruenwald
5. Yolanta Bryk
6. Zaid Salomon
7. Regibe Arora
8. Krysia Steinberg
9. Lilu Li
10. Jaibir Nahal
11. Carmen Nov
12. Giovanna Ronilo
13. Jean Tucker
14. Peter Kapale
15. David Stewart
16.
17. Leanne Fortridge
18.
19. Salahadin Yahya
20. Mary Dekawa
21. Jill Chuez
22.
23. Sli
24. Jason Arcy
25. Catharine Benvenuto
26. Filomena di Matteo
27. [illegible]
28. Joan Benvenuto
29. [illegible]
30. [illegible]
31. Henry Gheiry
32. Christine Tasker
33. Ian Jones.
34. [illegible]
35. Colleen Kenim
36. Gary Cheeseman
37. Laurie Akese
38. Angela Marchionda
39. Lucia Smith
40. M. Maslennikov
41. Diana Szostak
42. [illegible]
43. [illegible]
44. [illegible]
45. Judy Bradland
46. [illegible]
47. Monique Thivierge
48. Susan Gaap
49. Marion Rock
50. Anne Fischer
51. [illegible]
52. R. Ferguson
53. R. Cruden
54. Jessie Thomson
55. [illegible]
56. F.J. Walker
57. N. Walker
58. Marion Waite
59. Ricky Hall
60. Teresa Milton
61. Madeline Coco
62. Bertha Arnetti
63. M. Khakhogni
64. Mary A. Lin
65. Sheryl Katz
66. Joyce [illegible]

WESTDALE SECONDARY SCHOOL
BRIEF

I. Petition
- present
- registration numbers vs petition signatures

II. Reminder of letter received last Friday

III. Opportunities
- adults uncomfortable to be in young adult classes
- provides marketable skills for unemployed adults
- self-worth, self-esteem, self-confidence

IV. Taxpayers
- many students on mother's allowance, welfare and unemployment
- educated immigrants having to be retrained for the Canadian workplace

V. Role of Family
- role model to young adult students
- role model to our own children
- day classes vs evening classes

* See attached Summary of Registration

WESTDALE SECONDARY SCHOOL

ADULT EDUCATION PROGRAM

SUMMARY OF REGISTRATION

1991 - 1992	Semester 1	131 students
	Semester 2	155 students
1990 - 1991	Semester 1	123 students
	Semester 2	132 students
1989 - 1990	Semester 1	115 students
	Semester 2	128 students

It has been our experience that 25-30% of the initial enrollment will withdraw during the course for a variety of reasons. In discussion with adult educators around the province this is a normal range.

At Westdale we replace early withdrawals with new registrations during the first 6-8 weeks of the course. This way we try to maintain a class average of at least 20 students per class.

Ministry of Education
Ontario

REVISED

Proposed Projects - For Growth

NOTE: Record all projects for which applications for Building Proposal Approval are to be submitted after January 1, 1992.

Board	Section	Board Number
THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON	GENERAL	6-4-319

Board Priority Number	Name of Project/School Location Ident Number	Year(s) School Constructed	Ministry Rated Pupil Capacity: Existing School *	Ministry Rated Pupil Capacity: This Project	Number of Existing Portables/ Portapaks	Project class code (see instructions)	Type of Project Elem (E) Sec (S)	Estimated Cost ($000) 1993	1994	1995	1996	1997	Estimated Local Share ($000)	Method of Financing
1	NEW JK-5 SCHOOL	-	-	398	-	A1	E	6,000					3,000	DEBEN-TURES
2	NEW MIDDLE SCHOOL	-	-	479	-	A1	E		8,000				4,000	DEBEN-TURES
3	NEW JK-5 SCHOOL	-	-	398	-	A1	E		6,000				3,000	DEBEN-TURES
							TOTAL $	6,000	14,000				10,000	

07 - APRIL - 92
Date

* Including Relocatable Classroom Modules (RCM's), excluding Portables and Portapaks

Use Sub-Totals and Carry Forward if more than one page is required.

21-0116A (Revised 10/91) CEF-1A-1992

APPENDIX B

Ministry of Education Ontario

Proposed Projects - For Non-Growth

NOTE: Record all projects for which applications for Building Proposal Approval are to be submitted after January 1, 1992

Board: THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON

Section: GENERAL

Board Number: 6-4-319

Board Priority Number	Name of Project/School Location Mident Number	Year School Constructed	Ministry Rated Pupil Capacity: Existing School *	Ministry Rated Pupil Capacity: This Project	Number of Existing Portables/ Portapacks	Project class code	Type of Project Elem(E) Sec(S)	Estimated Cost ($000) 1993	1994	1995	1996	1997	Estimated Local Share ($000)	Method of Financing
1	TECHNICAL UPGRADES	-	-	-	-	B1	S	200	200				135	CURRENT LEVY
2	DUST COLLECTION	-	-	-	-	D3	E/S	366	412	80			285	"
3	ROOF REPLACEMENT	-	-	-	-	G1	E/S	950	1,000	1,000	1,000	1,000	1,650	"
4	BOILER REPLACEMENT	-	-	-	-	G2	E/S	270	260	270	270	270	445	"
5	LIBRARIES - SECURITY & AUTOMATION UPGRADES	-	-	-	-	B1	S	76	57				45	"
6	ASBESTOS REPAIR/ REMOVAL-additional	-	-	-	-	D4	E/S			392	810	760	655	"
7	CENTRAL - 091723 - RENOVATIONS	1851	118	280	35	D2	E			600			200	DEBEN-TURES
8	FAMILY STUDIES - KITCHEN UPGRADES	-	-	-	-	B1	E/S	140	140	130	137	155	235	CURRENT LEVY
	continued...													
				SUB-			TOTAL $	2,002	2,069	2,472	2,217	2,185	3,650	

10-Mar-92

Date

*Including Relocatable Classroom Modules (RCM's)

Use Sub-Totals and Carry Forward if more than one page is required

21-0116B (Revised 10/91) CEF-1B-1992

Ministry of Education Ontario

Proposed Projects - For Non-Growth

NOTE: Record all projects for which applications for Building Proposal Approval are to be submitted after January 1, 1992

Board: THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON

Section: GENERAL

Board Number: 6-4-319

Board Priority Number	Name of Project/School Location Mident Number	Year School Constructed	Ministry Rated Pupil Capacity: Existing School *	Ministry Rated Pupil Capacity: This Project	Number of Existing Portables/ Portapacks	Project class code	Type of Project Elem(E) Sec(S)	Estimated Cost ($000) 1993	1994	1995	1996	1997	Estimated Local Share ($000)	Method of Financing
9	SCIENCE LAB RENOVATIONS	-	-	-	-	B 1	E/S	650	650	650	750	650	1,115	CURRENT LEVY
10	QUEEN MARY - 464430 REPLACEMENT SCHOOL	1914	925	-	-	C 1	E	4,650	4,650				3,100	DEBEN-TURES
11	MAJOR RENOVATION PROGRAM	-	-	-	-	D 1	E/S	1,700			1,400		1,035	DEBEN-TURES
12	ADELAIDE HOODLESS - 002674 - MODIFICATION	1912	808	-	-	D 2	E	500					165	M.E.C.R.
13	MASONRY REPAIRS & RESTORATION	-	-	-	-	G 1	E/S	100	200	250	200	100	285	CURRENT LEVY
						TOTAL $		9,602	7,569	3,372	4,567	2,935	9,350	

10-Mar-92

Date

*Including Relocatable Classroom Modules (RCM's)

Use Sub-Totals and Carry Forward if more than one page is required

21-0116B (Revised 10/91) CEF-1B-1992

Ministry of Education Ontario

Proposed Projects - For Non-Growth

NOTE: Record all projects for which applications for Building Proposal Approval are to be submitted after January 1, 1992

Board: THE BOARD OF EDUCATION FOR THE CITY OF HAMILTON

Section: GENERAL

Board Number: 6-4-319

Board Priority Number	Name of Project/School Location Mident Number	Year School Constr-ucted	Ministry Rated Pupil Capacity: Existing School *	Ministry Rated Pupil Capacity: This Project	Number of Existing Portables/ Portapaks	Project class code	Type of Project Elem(E) Sec(S)	Estimated Cost ($000) 1992					Estimated Local Share ($000)	Method of Financing
1	PORTABLES	-	-	-		A	E	300					100	CURRENT LEVY
2	TECHNICAL UPGRADES	-	-	-		B1	S	150					50	"
3	DUST COLLECTION	-	-	-		D3	S	240					80	"
4	ROOF REPLACEMENT	-	-	-		G1	E/S	880					295	"
5	BOILER REPLACEMENT	-	-	-		G2	E	240					80	"
6	LIBRARY UPGRADES	-	-	-		B1	S	79					25	"
7	MAJOR RENOVATIONS:													
	-LLOYD GEORGE	1918	489	-		D1	E	532					175	M.E.C.R.
	-KING GEORGE	1912	512	-		D1	E	931					310	"
	-GIBSON (PH II)	1892	546	-		D1	E	345					115	"
	-MEMORIAL	1918	791	105		A1	E	1,300					435	DEBEN.
8	MASONRY REPAIRS	-	-	-		G1	E/S	100					35	CURRENT LEVY
							TOTAL $	5,097					1,700	

10-Mar-92

Date

*Including Relocatable Classroom Modules (RCM's)

Use Sub-Totals and Carry Forward if more than one page is required

21-0116B (Revised 08/90) CEF-1B-1991

MAY, 1992

OPERATIONS MANAGEMENT COMMITTEE

THE BOARD OF EDUCATION
FOR THE CITY OF HAMILTON

INDEX

OPERATIONS MANAGEMENT COMMITTEE

1992 05 12

PAGE

GENERAL

BUSINESS ARISING OUT OF THE MINUTES:

NEW BUSINESS:

ELEMENTARY/SECONDARY

BUSINESS ARISING OUT OF THE MINUTES:

MINUTES OF THE
OPERATIONS MANAGEMENT COMMITTEE
1992 05 12

Present: Trustees S. Hill (Chairman), Allen, Desmarais and Rogers.

Not Present: Trustees Darby, Lowe and Cunningham.

Also Present: Trustees Bishop, Johnston, Korz, Mason, Mulholland, Orban, Stewart and Wilson.

Officials Present:
A. Stockwell, Associate Director of Education
P. Shewfelt, Superintendent of Finance and Treasurer
R. Orlando, Superintendent of Plant
M. Quinn, Superintendent of Schools - Area 1
R. Binns, Superintendent of Schools - Area 3
P. Gillie, Superintendent of Schools - Area 4
G. Rutledge, Controller
S. Rogers, Assistant to the Secretary

Mrs. Hill called the meeting to order, noting regrets were received from Trustees Darby and Cunningham. She asked for confirmation of the minutes.

Moved by Canon Rogers:

That the minutes of the 1992 04 07 meeting be approved as presented. **CARRIED.**

Due to a time commitment on the part of the Architect associated with the Buchanan Park School presentation, it was

Moved by Mr. Stewart:

That the presentation by Buchanan Park School regarding an Environmental/Naturalization Project be considered as the first item of business.

CARRIED.

GENERAL

NEW BUSINESS:

Presentation by Buchanan Park School - Environmental /Naturalization Project

Mrs. Hill welcomed John Leek - Principal, Jeff Nichol - Consultant Environmental/Outdoor Education and Sheila Fleming - Landscape Architect. Through the use of schematic drawings and slides they outlined the layout, growth, benefits and educational opportunities presented by such a long-term project. Mr. Leek announced that Shell Canada has awarded the school a $5,000 environmental grant towards this venture.

When questioned by Mr. Allen about future costs to the Board, Mr. Leek stated he does not anticipate using Board funds. He explained that in developing one area with funds from Shell, seedlings or transplants could be used to reduce expansion costs. In addition, he is hopeful of grants from other Companies. Mr. Allen considered this to be a unique opportunity for business community support.

In response to Ms. Orban's query, Mr. Leek stated that, initially, the site would be used for environmental studies rather than a play area.

Moved by Ms. Orban:

That the presentation by Buchanan Park School regarding the Environmental/Naturalization Project be received for information and referred to the officials for a report.

In conclusion, Mr. Leek remarked on the opportunity for community outreach through this project.

Mrs. Hill thanked the presenters, advising that the officials' report would be received at the June meeting of this committee.

BUSINESS ARISING OUT OF THE MINUTES:

Reports from Officials re a) Safety in Schools

Mr. Stockwell reviewed the report stressing the on-going co-operation of the Police Department with the Board.

Referring to the Assault Policy, pages 11 and 26 and relative to the need for a crisis management policy, Ms. Orban asked that consequences of suspension be clearly delineated as well as the Police Department's expectations of the Board's handling of situations. Out of a recent incident where a student was assaulted with a key chain, she expressed concern about the difference in weaponry, i.e. apparent weapons such as guns or knives versus articles that can be used as a weapon such as a baseball bat, fists or a key chain. In addition, she wondered why a weapon is not considered a weapon until it is used. She also queried why there was no 911 follow-up after a man declared himself as the killer of Kristen French while on Board property. She felt there should be a crisis management policy in place based on consultation with the Police Department, so that Principals do not have to make judgement calls.

While agreeing to consider the matter of consequences, Mr. Stockwell maintained the necessity for Principals to exercise judgement in such circumstances. Ms. Orban agreed with respect to the second category of objects that can be used as weapons.

Relative to meetings with the Police Department, Mr. Stockwell advised that Mr. Rielly has established a good relationship with the Chief of Police, and their advice and expertise is being utilized in the creation of the Assault Policy. He anticipated the report of the Safe Schools Committee would be reviewed at a secondary conference later this month and offered to bring it to the trustees after consideration by the officials.

Acknowledging all corporations were under fiscal restraint, Mr. Korz suggested scheduling a short meeting between Police and Board officials to examine our documents.

Moved by Mr. Korz:

That a formal meeting between Board administration and the Police Department be scheduled to discuss, critique and recommend improvements to school safety and crisis management policy, drawing on recent school experiences for reference.

Mr. Stewart observed that while it may not be well advertised, the Police Department is supportive of individual school's requests for assistance with community information meetings and there is an annual seminar put on by the Police Department at Scott Park.

The motion was put to a vote and was **LOST.**

Moved by Canon Rogers:

That the report of the officials re Safety in Schools be received for information. **CARRIED.**

b) Training of Staff with regard to equipment and on-site management

Mr. Stockwell presented the report which outlined the safety reviews for physical education equipment. He also provided rationale for the delay of the implementation of the Risk Management Policy in order to effect in-service.

Moved by Canon Rogers:

That the report of the officials re Training of staff with regard to equipment and on-site management be received for information.

Ms. Orban expressed her pleasure with the report and she asked Mr. Stockwell about the possibility of purchasing a cellular phone for emergency use during off-campus interscholastic activities. Mr. Stockwell replied that the majority of these events are held either at the City's stadium or back campuses of schools, where phones are readily available. He assured the members that personnel are on site to care for an injured student while appropriate arrangements are being made.

Responding to Ms. Orban's question about responsibility within elementary schools, Mr. Stockwell agreed the Risk Management Policy was established for secondary sports and that mats were not installed in elementary schools under that Policy. It is the elementary principal's responsibility to ensure safety within the school, including any recommendations for corrective measures as raised by Physical Education teachers or outside contractors.

The motion was put to a vote and was **CARRIED.**

NEW BUSINESS:
Presentation by the City of Hamilton regarding a Washroom/Shower Facility - Chedoke Pool - Chedoke School Property

Mrs. Hill welcomed Coralee Secore - Culture and Recreation Department, Don Keba - Project Manager and Stan Roscoe - Architect. Mr. Roscoe outlined the proposed 15' X 45' one storey addition to the existing pool facility.

Dr. Johnston commended the project. Both he and Mr. Mulholland verified that the normal process would be to refer this report to the officials. Mr. Mulholland presumed it would be the direction of the officials to retain ownership of this property and there will be no cost to the Board.

Moved by Dr. Johnston:

That the presentation by the City of Hamilton regarding a request to construct a Washroom/Shower Facility on the grounds of Chedoke School be received for information and referred to the officials for a report.

Dr. Johnston explained his intent was to ensure that officials had the opportunity to examine this project, although he regretted it had not been brought earlier for consideration.

Mr. Desmarais briefly questioned the size of the storage area which alters the roof line before Canon Rogers suggested that this project be approved this evening.

Acknowledging that time was of the essence in this project, Mr. Orlando advised that the plans had been reviewed by the Plant Department which had no concerns technically. It is his understanding that the entry point into this building would be fenced.

It was determined that the City planned to tender and construct this facility prior to the pool being opened on 1992 07 01. Ms. Secore explained that the proposal had to await capital financing approval during recent City budget deliberations.

Moved in amendment by Canon Rogers:

That the request of the Corporation of the City of Hamilton to be allowed to construct a washroom/shower facility on the grounds of Chedoke School be approved, subject to an agreement being drawn up by the Superintendent of Finance and Treasurer in consultation with the Board's Solicitor outlining the City of Hamilton's responsibilities.

Mrs. Hill advised that Canon Rogers' motion would require a two-third's majority vote. Mr. Stewart asked that the motion also include the Plant Department.

The amendment, including the reference to the Plant Department, was put to a vote and **LOST.**

The motion to refer was put to a vote and **CARRIED.**

Concern was expressed about the delay of the officials' report jeopardizing the construction of this facility and whether a special meeting could be scheduled. Noting that both a Special Operations Management Committee meeting and a City Council meeting were scheduled for 1992 05 26, Mrs. Hill suggested that this report be the first item of business that night. It was clarified for Mr. Mulholland that the rules do not stipulate the Officials' report must come to the next regular committee meeting. **(Note: A special Operations Management Committee meeting has been scheduled for 1992 05 21)**

Mrs. Hill thanked the presenters.

Cash Tuition Fees

Ms. Polidori, Manager, Financial Services, reviewed this report.

Noting the recent increase in the General Legislative Grant ceilings for per-pupil grants, Mrs. Bishop questioned whether there is a relationship between the Cash Tuition fees we charge to non-residents and per-pupil grants. She wanted to verify if these fees covered the cost to educate these children or whether ratepayers in Hamilton must make up the difference. She was willing to receive this information at the next meeting.

Moved by Canon Rogers:

That the Cash Tuition Fee Schedule for 1992-1993 school year be approved.

It was explained to Ms. Orban that as this report addresses cash fees, it does not include Georges-P.-Vanier students whose home Boards are billed a gross fee for their education by this Board.

In response to Mr. Mulholland, Ms. Polidori explained the large difference between composite and vocational fees as a high cost factor. Mr. Binns further elucidated that for a student taking "W" programs at Delta, the courses in which the student is enroled would form the basis for determining whether a composite or vocational fee would be charged.

The motion was put to a vote and **CARRIED.**

Hamilton Students' Building Trades Trust Fund

Ms. Polidori presented the report.

Moved by Mr. Korz:

That the following recommendations regarding the Hamilton Students' Building Trades Trust Fund be approved:

a) That for 1992 a cheque be issued in the amount of $800 to the Hamilton-Halton Home Builders' Association for awards to the winners of its 25th Annual Student Design Contest, and

b) That for 1992 a cheque be issued in the amount of $800 to The Board of Education for the City of Hamilton for awards to students in subject areas related to construction.

CARRIED.

Cafeteria Operations at Eleven Composite Schools and Education Centre

Mrs. Hill advised that this report has been withdrawn until next month.

Report of the Officials re Ontario Training and Adjustment Board (OTAB)

Mr. Bob Leedale, Principal of Adult and Continuing Education, reviewed the report. OTAB is currently going through a consultative process across the province and Mr. Leedale's presentation on behalf of the Hamilton-Wentworth Roman Catholic School Board and our Board is included with the agenda package. Out of a Federal initiative known as the Canadian Labour Adjustment Board, $1.5 billion will be used to finance OTAB whose responsibility is to consolidate 48 different programs from ten different Ministries, such as:

Workplace and Sectorial Training, Apprenticeship, Labour Force Adjustment and Labour Force Entry/Re-entry. When OTAB becomes a reality this Fall, the province will be divided into 22 LTABs (Local Training and Adjustment Boards) to provide retraining through private enterprise.

Under a different initiative, Mr. Leedale advised that the Hamilton Board is one of seven to be chosen to participate in a pilot project under the Jobs Ontario Training Fund. As he had only received a fax today, he did not have many details available.

Moved by Mr. Stewart:

That the Report from the Officials on the Ontario Training and Adjustment Board be received for information.

Mr. Mulholland stated his concern about the areas in which people would be retrained, especially if they will involve skills where there are already surplus workers with no future, i.e. welders, air conditioning people. He questioned the focus of the OTAB project, suggesting that the federal project was a miserable failure.

As educators, Ms. Orban hoped that Boards would provide some direction in this program.

Mr. Stewart recalled reading an article recently stating that 65% of all jobs will require minimum Grade 12 entry level skill. There could be an annual cost of $6 billion if the 30% drop-out rate continues. He believed that this was not a matter of retraining people, but giving them the necessary skills to obtain a job.

Noting the many fields of work outside the technical skills trade, Ms Wilson queried whether a life skills program might be one focus, or similar programs for the culturally disadvantaged. When she also asked if this program would include job sharing or co-operative placements, Mr. Leedale could not advise any definite directions. He commented that School Boards are, to this point, "very small potatoes" in the OTAB process with its emphasis on retraining in private enterprise. It is his understanding that following the consultive process, the establishment of OTAB will result in an entirely different process and not related to School Board training.

Mr. Allen expressed disappointment in the exclusion of School Boards in OTAB, especially given statistics that indicate that young people entering the workforce should be prepared to be retrained four to five times in their career. He emphasized that teachers in the elementary panel have a responsibility to ensure children are being taught and "trained to the maximum potential they have" and not moved forward without a formal evaluation. He questioned whether there is a need for retraining in the Orient given the high value placed on studies.

Mrs. Bishop was pleased our community has been chosen for this pilot project. Citing the students who left school before Bill 82, she remarked that for many reasons people need support and we can see we need to play our role in helping people develop skills. She looked forward to a further report on details of this program, however she recalled concerns about the inclusion of Hamilton in an LTAB group including Brantford, Haldimand and Norfolk.

Emphasizing concerns raised earlier, Mr. Mulholland added that he was supportive of skills training, but that as a Board of Education, our role is to educate people until they receive a Grade 12 diploma. He did not consider it to be a retraining program to get a Grade 12 certificate and the focus should be on job skills after Grade 12 graduation and not just as support for those who have gone beyond their Unemployment Insurance benefits.

The motion was put to a vote and **CARRIED.**

Award of Contracts: Gibson, Memorial, Lloyd George, King George and Delta Schools

Mr. Orlando reviewed the report relative to Gibson School, noting the tender is well under the estimate for this work.

When Dr. Johnston moved this report be approved, Mr. Stewart asked if it would be possible to review the entire package of information and vote on the "big picture" rather than "pitting" individual schools or communities against each other.

Moved by Mr. Stewart:

That all of the reports relative to Award of Contracts be presented prior to individual votes on these projects.

CARRIED.

In reviewing these tenders, Mr. Orlando made several observations. Memorial School: a) cost over-run, b) contract awarded to second lowest bidder due to improper bid by lowest bidder. Lloyd George School: four options were provided with direction being sought from trustees.

Mr. Desmarais commented on the disparity within the tender amounts on any one project and by individual contractors on different projects.

When Mr. Stewart queried why there was no recommendation on the Lloyd George project, Mr. Orlando explained that as the tenders were in excess of the approved estimates, he has outlined the options available. He suggested that based on input he has received, Option #C be considered.

Mr. Stewart asked whether all recommendations, including Option #C for Lloyd George School, resulted in a deficit or surplus situation. (Mr. Shewfelt provided a response later during the discussion.)

Mr. Orlando then responded to Mr. Stewart's query about the inclusion of "new equipment" in renovation costs for Memorial School.

When Dr. Johnston remarked about the absence of an asbestos removal tender from a firm that had previously done a lot of work for the Board, Mr. Orlando suggested that Dr. Johnston may have been referring to the Consultants, Pinchin and Associates, rather than a contractor.

Mr. Mulholland queried the figures being used for calculations, asking if the "top price" was being utilized. Mr. Shewfelt responded he was working with the recommendations before the Committee. The estimated amounts and contract award figures were reviewed for each project, based on Option #C for Lloyd George School alterations to the ventilating system.

Estimating that the five projects represent an over-expenditure of less than $100,000, Mr. Mulholland stated he was prepared to make a motion to approve these projects without "picking options". He remarked that Mr. Orlando has recommended Option #C.

In response to Trustees Mulholland and Orban's comments about architect fees, Mr. Orlando assured them they were in accordance with the Ontario Architectural Association's fee schedule. He further noted that should the Board hire an in-house architect, one person could not handle multiple projects as presented this evening.

Relative to a Goods and Service Tax rebate on these projects, Mr. Shewfelt indicated that the rebate is applied back against project costs, which would help reduce the total project expenditures.

Expressing concerns about financing of these projects totalling in excess of $3.5 million, and to avoid misunderstanding, Mr. Shewfelt outlined the three sources for funding as Budget (or Revenue Fund), Capital Reserves and Debentures for up to 20 years.

Mr. Shewfelt acknowledged that when looking at funds provided for these projects, there is a surplus of $30,000, however, the budget would reflect a $250,000 surplus. This surplus results in the difference between the funds allocated in the budget for asbestos ($500,000) and the expenditures approved tonight amounting to $276,982.70.

With the adoption of these estimates (assuming Option #C, Lloyd George) $2,000,000 will be removed from the Reserves, $193,000 more than originally planned, in addition to the $1.3 million in debentures that will be acquired.

Responding to questions about monies in the Capital Reserves, Mr. Shewfelt indicated that an estimated $800,000 will be left in this Reserve at year end, from an initial $2.8 million. Stating that these funds will be invested for possible future expansion on the mountain, Mr. Shewfelt signified his concern

about the rapid depletion of this fund.

Moved by Mr. Stewart:

That the following recommendations relative to Awards of Contract be approved:

a) That the following recommendations regarding renovations at Gibson School (Phase 2) be approved:

i) That a contract be awarded to Stoney Creek General Contracting Limited in the amount of $176,102.00.

ii) That funds be provided from Capital Reserves in the amount of $257,311.00 for this project.

b) That the following recommendations regarding renovations and an addition at Memorial School be approved:

i) That a contract be awarded to Bestco Construction Corp. in the amount of $1,044,672.00.

ii) That application for final approval be submitted to the Ontario Municipal Board (O.M.B.).

iii) That pursuant to the provisions of Part VIII Section 208, Subsection 1 of the Education Act, the Board of Education for the City of Hamilton hereby makes application to the Regional Municipality of Hamilton Wentworth for the firm net sum of $1,300,000.00, one million three hundred thousand dollars, for renovations and an addition to Memorial Elementary School on Main Street in the City of Hamilton and further requests that the said money be raised by the sale of debentures of the said Regional Municipality of Hamilton Wentworth with repayment term not to exceed twenty (20) years, and that the appropriate by-law for the said purpose be passed by the Council of the said Regional Municipality.

iv) That the balance of costs including the provision of new furniture and equipment be financed from Capital Reserves of the Board of Education for the City of Hamilton.

c) That the following recommendations regarding renovations at Lloyd George School be approved:

i) That a contract be awarded to Frank Bufalino and Sons Contracting in the amount of $599,053.00 (base price plus Options #1 and #2)

ii) That funds be provided from Capital Reserves in the amount of $760,746.00 for this project. (Note: Clause added at meeting)

d) That the following recommendations regarding renovations at King George School be approved:

i) That a contract be awarded to Bestco Construction in the amount of $708,875.00.

ii) That funds be provided from Capital Reserves in the amount of $898,875.00 for this project.

try minutes?

e) That the following recommendations regarding asbestosremoval at Delta School be approved:

i) That a contract be awarded to Technique-Environment Corporation in the amount of $224,282.70.

ii) That funds be provided from **current levies** in the amount of $276,982.70. for this project.

Mrs. Hill indicated that the projects would be voted on separately.

Clause a) was put to a vote and **CARRIED.**

Clause b) was put to a vote and **CARRIED.**

When Mr. Mulholland pointed out the $20,000 difference between Options #C and #D under Lloyd George School, Mr. Stewart agreed to change his motion to read Option #D.

Mr. Shewfelt detailed the revised total figures as $223,000 surplus in budget and $215,000 deficit in Reserves Fund.

Responding to Mr. Mulholland's request for "bottom line" figures on surplus or deficit based on estimates, Mr. Shewfelt advised that in terms of the provisions made in three funds there was a surplus of $9,000. If the word "budget" is used, $250,000.

Clause c) as revised was put to a vote and **CARRIED.**

Clause d) was put to a vote and **CARRIED.**

Clause e) was put to a vote and **CARRIED.**

ELEMENTARY/SECONDARY

BUSINESS ARISING OUT OF THE MINUTES:

Report from Officials re Summer Skills School (Adult and Continuing Education Annual Report 1992)

Mr. Leedale presented and reviewed the report. As the Board cannot apply for Ministry grants for programs in which user fees are charged, exorbitant fees are the result. Referring to the recommendation, he concluded with the observation that no funds were included in the budget for this program. Mr. Leedale acknowledged that the 1989 program, upon which these figures are based, was both a remedial and recreational program.

Pointing to similar programs run by other school boards, Mrs. Bishop suggested that costs could be reduced by consolidation of this program to one site, with one Co-ordinator, in addition to the use of larger class sizes. She considered the summer break particularly costly for English as a Second Language students and urged the members to reconsider for future years by looking at a less expensive model with the Board accepting some costs for the Summer Skills program.

Mr. Stewart, whose motion resulted in this report, stated he would not have made this motion if he had been aware that you could not charge fees on grant-supported programs.

Dr. Johnston was highly supportive of this program to ensure individuals can become literate, particularly in remedial Math and English courses. Believing that Mrs. Bishop's suggestions would result in substantial cost reductions, it was

Moved by Dr. Johnston:

That based on classes of twenty pupils, on one site if necessary, that Ministry grants be sought for a Summer Skills School Program this year.

When Mr. Allen asked if these classes had ever been capped, Mr. Leedale responded in the negative. He recalled that the last time these classes were offered, it had been at four locations, but that the recent Action Team report recommended three sites. He was not sure that students would attend a three-hour program at one site every day without the inclusion of recreational courses.

Responding to question about EASL, Mr. Leedale affirmed that the credit EASL program at Hess Street School will continue this year and will be filled.

At this juncture, Mr. Desmarais remarked that as he could not vote on Elementary/Secondary items, there was no longer a quorum for voting purposes.

The meeting then adjourned at 21:15 hours due to a lack of quorum for Elementary/Secondary items, with Committee members Allen, Rogers and Hill in attendance.
(Note: Special Operations Management Committee scheduled for 1992 05 21 to conclude this agenda)

Read and confirmed,

.....
Chairman

cv

MINUTES OF THE
SPECIAL MEETING OF THE OPERATIONS MANAGEMENT COMMITTEE
1992 05 21

Present: Trustees S. Hill (Chairman), Allen, Darby, Desmarais, Rogers and Cunningham.

Not Present: Trustee Lowe.

Also Present: Trustees Bishop, Johnston, Korz, Mason, Mulholland, Orban, Paquin and Stewart.

Officials Present:
K. Rielly (Director of Education and Secretary)
A. Stockwell (Associate Director of Education)
P. Shewfelt (Superintendent of Finance and Treasurer)
R. Lavoie (Superintendent of Schools - French as a First Language)
G. Rutledge (Controller)
S. Rogers (Assistant to the Secretary)

Mrs. Hill called the meeting to order.

GENERAL

BUSINESS ARISING OUT OF THE MINUTES:

Report from the Officials re presentation by the City of Hamilton regarding a Washroom/Shower Facility - Chedoke Pool - Chedoke School Property

Mr. Shewfelt advised that the officials reviewed the City's proposal following their presentation at the 1992 05 12 Operations Management Committee meeting. The officials are recommending its approval, based on an agreement to be prepared in co-operation with the Board's solicitor, for signing by both parties. Mr. Shewfelt then highlighted the key stipulations of the agreement: (a) assurance that the Board retains ownership of the property as well as the right to future use of the site, (b) the project will be at no cost to the Board (including future maintenance), (c) the City will provide the necessary security around the facility and (d) the Board's Superintendent of Plant will be involved throughout the construction phase of the project.

Moved by Canon Rogers:

That the following recommendations relative to the City of Hamilton's request to construct a Washroom/Shower Facility at Chedoke Pool, Chedoke School Property, be approved:

a) That the verbal Report of the Officials be received for information.

b) That the request of the Corporation of the City of Hamilton to be allowed to construct a washroom/shower facility on the grounds of Chedoke School be approved, subject to an agreement being drawn up by the Superintendent of Finance and Treasurer, in co-operation with the Board's Solicitor, outlining the City's responsibilities.

Mr. Mulholland expressed ambivalence with the proposal in light of earlier concerns raised by Trustee Hicks as to the extended utilization of Board property. In a conversation with Mr. Hicks, Mr. Hicks alluded to the lack of trustee representation, particularly during preliminary negotiations, in this request from City Hall.

Mr. Shewfelt clarified that requests for additional space on Board property would go through the office of the Director of Education for Board's consideration and approval. He agreed to discuss the members' concerns with the solicitors.

The motion was put to a vote and was **CARRIED**.

Response from the Officials re Cash Tuition Fees/Grant Ceilings
In response to a question raised during the presentation of the Cash Tuition Fees Report at a previous meeting, Ms. Irene Polidori, Manager - Financial Services, explained that the cash tuition fee is calculated in accordance with the Ministry of Education's regulation which takes into account the grant ceilings. She noted this method is intended to approximate the local share for these fees.

Mrs. Bishop perceived some discrepancies between the grant ceiling and the fees charged by the Board, particularly in the area of special education. She noted further that the share of the Secondary panel is slightly higher than for the Elementary.

Mr. Rutledge clarified that the Board receives an amount which is a combination of the grant ceiling and the cash fees.

It was agreed:

That the verbal response from the Officials re Cash Tuition Fees/Grant Ceilings be received for information.

ELEMENTARY/SECONDARY

BUSINESS ARISING OUT OF THE MINUTES:

Report from Officials re Summer Skills School (Adult and Continuing Education Annual Report 1992)

Mr. Stockwell recalled the details of the report from the officials relating to the Summer Skills School presented at the May Operations Management Committee. He noted that without Government grants, it would be cost prohibitive for the parents to have their children participate in this program. Mr. Stockwell referred the members to the recommendation to postpone the program, as indicated in the report.

Moved by Mr. Allen:

That the Report of the Officials on Summer Skills School be received for information and the following recommendation approved:

a) That Summer Skills School, scheduled to re-open in 1992, be postponed until further notice. **CARRIED**

In response to Mrs. Bishop's question, Mr. Stockwell advised that the issues relating to the Adult and Continuing Education, including the closure of Southview Adult Learning Centre, will be addressed in the Accommodation Report due for presentation at the 1992 05 27 Special Meeting of this Committee.

NEW BUSINESS:

Recommendations of the Director of Education
Mr. Mulholland, in preparing to move the approval of this report, indicated he wished to add a school trip to the list.

Moved by Mr. Mulholland:

That the following recommendations of the Director of Education, with the addition of clause (b) (ix), be approved:

(a) That up to 110 students, Grades 6-7, participate in art studio excursion to Camp Kwasind, Huntsville, 1992 05 31 - 06 04 (Sunday to Thursday).

(b) That the following trip requests be approved:

(i) C. B. Stirling, Grade 6, Outdoor Education, Camp Wanakita, 1992 05 24 to 1992 05 27 (Sunday to Wednesday)

(ii) Dalewood, Grade 6, Canterbury Hills, 1992 05 27-28 (Wednesday to Thursday)

(iii) Eastmount Park, Grade 5, Westfield Heritage Centre, 1992 06 16-17 (Tuesday to Wednesday)

(iv) Hillcrest, Grade 8, Ottawa, 1992 06 03-05 (Wednesday to Friday)

(v) Robert Land, Grades 4-5, Valens Conservation Area, 1992 05 27-29 (Wednesday to Friday)

(vi) Delta, Grades 9-OAC, Bark Lake Leadership Centre, 1992 05 25-27 (Monday to Wednesday)

(vii) Viscount Montgomery, TR, Camp Ambassador, Owen Sound, 1992 06 16-19 (Tuesday to Friday)

(viii) Delta and Sir Winston Churchill, Grade 11 Geography, Tobermory, 1992 05 30 (Saturday).

(ix) Parkview Secondary School, Wonderland, 1992 09 06 (Sunday).

CARRIED

The meeting then adjourned.

Read and confirmed,

CHAIRMAN

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MINUTES OF THE SPECIAL MEETING OF THE OPERATIONS MANAGEMENT COMMITTEE
1992 05 26

Present: Trustees S. Hill (Chairman); Allen, Darby, Desmarais, Lowe, Rogers and Cunningham.

Also Present: Trustees Bishop, Hicks, Johnston, Korz, Mason, Mulholland, Orban, Patenaude, Rodgerson and Stewart.

Officials Present:
K. Rielly, Director of Education and Secretary
A. Stockwell, Associate Director of Education
E. Bond, Superintendent of Program
R. Orlando, Superintendent of Plant
M. Quinn, Superintendent of Schools - Area 1
N. Nicholls, Superintendent of Schools - Area 2
R. Binns, Superintendent of Schools - Area 3
P. Gillie, Superintendent of Schools - Area 4
R. Lavoie, Superintendent of Schools - French as a First Language
G. Rutledge, Controller
S. Rogers, Assistant to the Secretary

Mrs. Hill called the meeting to order, noting regrets were received from Trustee Wilson. She welcomed Mr. Binns, Chairman of the Director's Accommodation Committee.

GENERAL

Presentation of the Accommodation Report

Prior to reviewing the report, Mr. Binns introduced S. Fox, Vice Principal, and thanked all the people noted on page two. In particular, he highlighted the work of O. Jackson, N. Forster, S. Fox, D. Kelterborn and D. O'Connor and the Design and Production Team members. Mr. Binns commented on the deletion of the Capital Financing information as it was deemed more appropriate to include it with the Capital Expenditure Forecast. An overview of the expected capital financing is included at the conclusion of the Plant Department Section.

At this point, Mrs. Hill related that general questions would be considered before reviewing the individual Areas and that Area 2 would be considered first to accommodate a previous commitment on Mrs. Nicholls' behalf.

Mrs. Bishop commented on the lack of information in this report about vacant rooms before expressing confusion about "full capacity" as schools are being shown as both "over capacity" and "able to meet needs".

Mr. Binns explained that "full capacity" was determined using the Board's approved formula for determining elementary and secondary capacities based on loading factors, room use and physical capacity of school. Mr. Jackson, Supervisor, Research Services, outlined the capacities awarded various rooms, clarifying that an "over capacity" school capable of meeting its needs is a reflection of using either basement rooms or portables, neither of which are used to calculate capacity.

Mrs. Bishop received confirmation that adults and Special Education students had been included in a school's population. She then suggested that the term "Trainable Retarded" be replaced with the term "Developmentally Disabled".

Responding to Mrs. Rodgerson, Mr. Orlando advised that the cost of portables is dependent upon tenders. The last quote was $20-25,000 plus final installation costs at the site for a new portable while relocation of a portable costs approximately $7-$9,000.

Mr. Binns suggested that the recommendations be dealt with at the conclusion of the presentation. Prior to the Area Reports, Mr. Jackson drew attention to pages 6 to 9,

stating that enrolment projections on page 38 do not include possible enrolment resulting from these housing developments and could result in a total elementary enrolment in 1996 of over 30,000, an increase of 1,000 students. **Please note the following change on page 6, third paragraph: 1998 (not 1989)**

AREA 2

Mrs. Nicholls presented the Area 2 report, noting that considerable bussing continues in Area 2 and the planned construction of a new middle school in 1995 on the James MacDonald site.

Mrs. Nicholls appreciated Ms. Orban's suggestion that Southview School be considered in a campus concept to help alleviate enrolment at Hill Park School for September, 1992. She was willing to look at Southview's potential to house a secondary program based on factors such as potential classroom space, distance to access and size.

Mr. Korz asked about extending the "gray areas" beyond Blocks 66, 76 and 86 to include Blocks 50, 51 and 53 on an experimental basis to determine the numbers of students who avail themselves of the choice of the Westmount program or Hill Park Secondary School.

Mrs. Nicholls responded that she would be willing to include them in the gray area but noted their proximity to Hill Park School.

When Mr. Stewart suggested it may be less expensive to close Caledon as a vocational school and re-open it as a middle school rather than to build a new facility at the James McDonald site, Mrs. Nicholls commented on the large amount of renovation that would have to occur to convert a vocational school to a middle school facility. In addition she considered the location of this building (Upper James and Mohawk Road) as a drawback as the population growth is occuring at the southern edge of the city limits.

Mrs. Nicholls then explained for Mrs. Rodgerson that as the children from the Falkirk East development will attend R. A. Riddell School, the rationale for moving middle school students to Westview would allow accommodation for this influx.

Mrs. Rodgerson questioned extension of gray areas to relieve accommodation pressures at Hill Park and Sir Allan MacNab Secondary School as students are already aware these boundaries can be crossed. She maintained that programming is the concern. Relative to St. Thomas More School, she advised that new students cannot gain admission until September, 1992, as the enrolment was frozen when the School opened in February.

At Mr. Hicks' request, Mrs. Nicholls acknowledged that students from Block 93 will be bussed to the Westview, Westmount and Westwood Schools area until a school can be constructed in that area. Mr. Hicks added that the Transportation Policy may have to be re-considered with respect to elementary and, particularly, secondary students to have them attend Westmount. Mr. Jackson then briefly outlined the composition of the proposed development in that area which may result in 250-300 elementary students. Mr. Hicks remarked that this is the most significant population change that has taken place in Ward 8 for many years. He then indicated that he would speak to the loss of Southmount School at the appropriate time.

When Mrs. Bishop again stated her difficulty in evaluating information relating to capacity of schools, Mr. Jackson advised that capacities are calculated using an arithmetical algorithm, in which function of available space dictates use of space.

Noting the 1996 forecast is below total capacity and the continued need for construction of schools and additions, Mrs. Bishop asked that the number of portables be identified within the Report as well as the number of classrooms not assigned to a grade classroom and how they are being used and that comments such as "all rooms are being used" be included for clarity. She believed this additional information would more clearly show the need for

costly capital expenditures.

Upper City Secondary

Ms. Gillie presented this section, stating the information is similar to that presented last year. With schools located in the northern area and growth being experienced in the southern area, pressure continues along the middle corridor of the mountain, to the east and west.

Mr. Korz confirmed his understanding that Recommendation a) re Block 55 pertains to families new to Sherwood School and not those students who already have siblings in attendance at the school.

Area 4

Ms. Gillie reviewed the Area 4 report, outlining the accommodation problems which result from continued housing developments along the city's southern boundary.

Referring to school capacities noted on page 30, Miss Cunningham also expressed concern about improved utilization of space. She emphasized there is an approximate 20% difference in Board and Ministry capacity calculations.

By way of response, Ms. Gillie detailed the lack of academic rooms available within Barton School and the correlation to other secondary schools.

Commending the Board's foresight in purchasing property south of Rymal Road, Dr. Johnston recommended consideration be given to accessing Comley and Vincent Massey Schools through transportation of students before constructing new facilities.

It was verified that Vincent Massey School is rented out, with the exclusion of one room used for the Work Experience Program.

Mr. Jackson clarified for Mr. Darby that capacities for C. B. Stirling School, on page 29 do not include students housed in the 10 portables, but does include those in the demountable attached to the school. He further added that forecasted subdivision developments that have not been approved by the City are also not included.

When Mr. Darby queried the timing of recommendations #2 and #3 on page 33, Ms. Gillie acknowledged his concern by explaining that students in Block 90 can be accommodated at Sherwood Heights School for the present while there is less ability to provide for students in Blocks 88 and 89. Students south of Rymal Road and Upper Wentworth are presently attending Franklin Road School. She believed the only other alternative was massive transportation to Vincent Massey School, which could accommodate 225 students, but does not meet long term needs. She considered the small, inadequate facilities at Comley School as no longer viable.

In response to concerns about C. B. Stirling School, Ms. Gillie advised that there is no simple solution as to its continuation as a JK - 8 school or JK - 5. Stating the community has a desire to work toward a resolution, she remarked that a recommendation would be brought forward to the Board as quickly as possible.

Mr. Jackson confirmed a) that French Immersion students, numbering 24-26 will attend Sherwood Secondary School this coming September, but would not be reflected in Sherwood's population statistics until the next Accommodation Report and b) that the statistic of 400-500 students under #4 on pages 32 and 33 is for each of the blocks, not a total.

Area 6

Mr. Lavoie presented the report making the following three comments:

1) It is expected that the Articulation Agreement with Mohawk College will be renewed this

year. (24 students)
2) Sixty Grades 7 & 8 students will continue taking Grade 7 and 8 courses at this school.
3) 460 options sheets have been received, an increase in enrolment of 12 percent.

Responding to Mrs. Bishop's comments about the Board's involvement with the Ontario Basic Skills Program at Mohawk College, Mr. Lavoie explained that as Georges-P.-Vanier is the only institution in Hamilton at which adults can take these courses in French, the agreement was established to meet a need in the community.

As Chairman, Mrs. Hill commented that she was of the opinion that it was not the sole purpose of our adult program to only provide adults with diplomas.

Area 1
Mr. Quinn presented the report noting the four areas of development which impact on Area 1.

Mr. Quinn indicated to Dr. Johnston that there are ten vacant rooms on the fourth floor in Sanford School to house students from the development of the former Mill and Hamilton Street Railway properties. Mr. Allen recalled that at the time Sanford School was changed from a secondary to elementary facility, it was with the understanding that it would remain a small school and not become a "factory", i.e. a four-storey elementary school.

Due to the low enrolment at Sherwood Heights School and the possible re-opening of Binkley School and its small capacity, Mrs. Bishop suggested that the Board's Policy to consider schools with less than a 200-student population for closure, may need to be re-examined. She noted the community fought to prevent the closure of Binkley School and she stressed that it not be re-opened if it may be closed again.

Mr. Quinn advised that a) recommendations would be brought for boundary changes through the Accommodation Committee to this Board and b) community meetings would be held to explain accommodation needs and the rationale for boundary amendments.

Mrs. Hill also expressed apprehension with the re-opening of Binkley School due to its size and asked if consideration had been given to selling the site and putting an addition elsewhere.

Mr. Quinn acknowledged the suggestion as an alternative, but added that Binkley is in marvellous condition despite its size drawback and could re-open on very short notice. Given the number of students walking past Fairview School to access Prince Philip School, he will monitor that situation as a possible alternative solution. He anticipates a resolution by year's end.

Returning to the discussion regarding Sanford School, it was explained that classes are housed on the first and second floors, with rooms on the third floor being rented to the Hamilton Teacher's Federation including the E.P.C. office and to a Geneological Society. This Fall, one Grade 6 class of eight French Immersion students will also be housed at Sanford.

Mr. Stewart then questioned the feasibility of renovating the ten vacant rooms because of their previous utilization as science laboratories. Mr. Orlando's recollection was that the condition of these rooms would necessitate considerable renovations as they had been "cannibalized" for other locations.

Miss Cunningham echoed Mr. Allen's concerns and drew a comparison of Sanford School to the old Elizabeth Bagshaw school. She also cited the renovations costs as the reason Sanford School was not used as a centrally-located French Immersion School. She requested that future plans for use of this school be made very clear.

Mr. Quinn informed Miss Cunningham that French Immersion parents were in agreement with the placement of this class at Sanford as both Ryerson and Dalewood Schools could not handle a new feeder school. Whether this class remains at Sanford School for Grades 7 and 8 has not been decided.

Dr. Johnston questioned the rationale for costly renovations which would result in children on the third or fourth floors of Sanford School. It was his suggestion that the meeting rooms would be better utilized for students and that the meeting facilities be shifted to the third floor.

Area 3

In reviewing the accommodation for Area 3, Mr. Binns noted the following changes:
a) page 16 change A. M. Cunningham's Comment to read "Two portables remaining."
b) page 18, ESL/ESD Classes - numbers should read down as follows: 4 - 1 - 5 - 2 -- 1 - 2 - 1. Add Queen Mary - 1
c) Change 1994 to 1995 in Recommendation #3.

Relative to Mr. Stewart's request for more details on the Queen Mary School renovations, Mr. Orlando advised that the first year of this three-year project is the planning stage and will not entail physical construction. While welcoming suggestions to aid construction and accommodate the students, Mr. Orlando hypothesized that construction would proceed in areas that would not interfere with program first, i.e. gym addition. As a possibility, he suggested the gym could then be used for classrooms to accommodate those affected by the construction of the new addition. He stressed that children will be separated from the construction throughout.

Special Education

Mr. Adams presented and reviewed pages 40 to 46.

Responding to comments by Mr. Stewart about the need to expand the Hamilton-Wentworth Detention Centre facilities, Ms. Bond agreed, noting this was an on-going concern, both of the Program Department and OSSTF. Unfortunately, as this facility is the responsibility of the Ministry of Corrections, the Board has little power to effect those changes.

Dr. Johnston saluted the teachers involved in the Care, Treatment and Correctional Facilities programs. He then asked about the possibility for a Ministry direction to develop more in-school facilities and whether this Board might provide accommodation as it becomes available.

Mr. Adams remarked that, dependent on the individual's sentence, some cannot participate in a school environment. For those who can, schedules are usually altered to spend every other semester in school.

Mrs. Bishop was appreciative of the indications that there has been some movement back to area schools for these children. Although pleased with the accessibility recommendation for Hillsdale and Hillcrest Schools in 1995, Mrs. Bishop deplored the continued lack of accessible middle schools in which to house physically handicapped students. She highlighted two other areas of concern: i) System Special Education Classes - the need for continuity of program, long term planning, and responsibility and accountability for these programs, currently shared by the Superintendent of Schools and Superintendent of Program. ii) Problem of integrating large numbers of Special Education classes present in certain schools, particularly Seneca, Linden Park and Lisgar Schools. She noted the considerable length of time these programs have been housed in these schools with no indication of other future accommodation.

Speaking as a Superintendent of Schools, Mr. Binns stated that Superintendents are very conscious of their responsibility to both system and area classes and the placement of Special Education classes. Referring to the movement of the Developmentally Handicapped

(Trainable Retarded) students to Sir Winston Churchill, he stated this was undertaken as a long term commitment. Mr. Adams added that the four Consultants work very closely with the Superintendent in any such discussions. It is hoped that, based on available accommodation, a range of options will be available for the Developmentally Handicapped program both above and below the mountain.

Mrs. Bishop clarified her comments were not intended to suggest that Superintendents do not take their responsibilities seriously, but were meant to underline her concern about planning to best meet the needs of those students.

The discussion then centred on the proposed movement of Developmentally Handicapped students to Ainslie Wood, in particular, from Huntington Park School. Trustees were divided in their opinion of the benefits to be gained by these students as a result of this move. Trustees in favour of the move spoke about the health impact of the shorter travelling distance to Ainslie Wood and the possibilities of integration with age-appropriate peers. Trustees opposed spoke of the supportive environment and positive inter-action that has been established with Huntington Park students, the turmoil such a move would have on these students and that intellectually, these students function on a similar or lower level than the elementary students.

Trustees were advised that integration of Developmentally Handicapped students into a vocational setting was unusual, however the facilities at Ainslie Wood require little renovation expenditures ($40,000 has been budgeted). The impetus to move these students to an age-appropriate setting originated from the Rygiel Home, who speak on behalf of these students.

When Mr. Darby asked if a further report would come to the Board, Mr. Quinn replied that a report had been taken to the Special Education Advisory Committee and had been received there last Fall.

Trustee Lowe indicated her concern for these student in a high school atmosphere, stating she would not support this direction.

Mr. Quinn assured trustees that these students would be integrated during lunch hour, assemblies and community activities wherever possible, but not in the Shops area. Both Canon Rogers and Mrs. Bishop supported the move to an age-appropriate setting for this population. While the program at Huntington Park has obviously been a success, Rygiel Home has continued to voice concern about age-appropriate settings for growth and self-esteem of these children. Canon Rogers concluded that the Board is "out of step" with society if we do not follow this direction.

Mr. Darby commented that there was not enough information to make a decision, and that a wrong decision could impact very negatively on these individuals.

When asked to comment, Mr. Adams agreed with Canon Rogers that integration of students into an age-appropriate environment is the provincial direction. Referring to students at Sir Winston Churchill, he voiced the opportunities for self-esteem as well as learning life skills.

Mrs. Rodgerson expressed continued scepticism that the students would benefit from such a disruptive change given the difference in their intellectual/emotional and physiological abilities compared to the other students at Ainslie Wood.

As further information, Miss Bond indicated that this direction is not just that of the Ontario Government, but the Ontario Association for Community Living, which represents these youngsters.

When Mrs. Hill asked if the Board has a specific policy relative to this direction, Mr. Rielly explained this direction came about through discussions with the Rygiel Home rather than being done on an ad-hoc basis. Ms. Gillie added that at the time Vincent Massey School was closed, there was much discussion about age appropriateness and recommendations were based on similar concepts as put forward this evening. Eventually some of these individuals will move into the community and need an environment to prepare them to associate with adults and people of their own age.

Mrs. Hill concluded the discussion, pointing out that this issue is not just a matter of another location, but is also a move from an elementary to secondary staff which involves different contracts and different prep and lieu times. There is also the need to safeguard the continuation of the program. She indicated that at some point, she would like these concerns and costing addressed. She did not consider this to be an issue for discussion during the Accommodation Report.

Capacity of Schools

Mr. Jackson briefly expanded on the two recommendations relative to capacity; the inclusion of basement classrooms and the allocation of a room per school to be used as a resource withdrawal room. At Mr. Stewart's suggestion, Mr. Jackson agreed the second recommendation should reflect "one" withdrawal resource room per school.

Mr. Jackson then explained that demountables which are attached to a school are included in capacity calculations, but portables are not, as the Ministry does not include them in their calculations.

At Mrs. Bishop's request, Mr. Jackson defined a "regular classroom" as having a minimum of 700 square feet and the facilities to permit a teacher to function at an acceptable level of program, i.e. lighting, equipment, etc.

As trustees indicated their desire to adjourn at this juncture, Mr. Binns extended his appreciation to Mr. Rutledge for his presence.

The meeting then adjourned.

Read and confirmed,

.....
Chairman

cv

MINUTES OF THE
SPECIAL MEETING OF THE OPERATIONS MANAGEMENT COMMITTEE
1992 06 03

Present: Trustees S. Hill (Chairman), Allen, Darby, Desmarais, Lowe and Cunningham

Not Present: Trustee Rogers.

Also Present: Trustees Bishop, Hicks, Korz, Mason, Mulholland, Orban, Rodgerson, Stewart, and Wilson.

Officials Present:
K. Rielly, Director of Education and Secretary
A. Stockwell, Associate Director of Education
P. Shewfelt, Superintendent of Finance and Treasurer
E. Bond, Superintendent of Program
R. Orlando, Superintendent of Plant
M. Quinn, Superintendent of Schools - Area 1
N. Nicholls, Superintendent of Schools - Area 2
R. Binns, Superintendent of Schools - Area 3
P. Gillie, Superintendent of Schools - Area 4
S. Rogers, Assistant to the Secretary

Priorities and Leases
Mr. Kelterborn, Manager, Properties and Insurance, reviewed the Priorities and Leases Section. There were no questions.

Plant, Building and Renovations
Mr. Orlando presented this section of programs, noting the addition of an Asphalt and Concrete Major Repair Program.

Boiler Replacement Program
Trustees questioned at length the disparity between the estimates for replacing boilers in 1993 and 1994 in comparison to estimates for 1992, suggesting the possibility of increasing the number of boiler projects this year to effect a cost savings. They also queried why there was no cost difference between smaller and larger schools.

Noting that such long range planning could be applied to any program to effect savings, Mr. Orlando clarified that these figures are realistic estimates. He indicated that both the size of the boiler and the cost to remove the older boiler is calculated into these figures (i.e. removal of walls, etc.). Further he stated that previously the cost of removing the asbestos lining from boilers had been included as part of the Asbestos Program costs and was now being included in the costs under Boiler Replacement Program.

Mrs. Hill pointed out that the figures of $130,000 for 1993 and 1994 were located erroneously in the first column, rather than the last, and she asked that the full breakdown of the estimated cost of boilers and the estimated cost of asbestos removal also be included in these columns in future.

Painting Program
In presenting this report, Mr. Orlando indicated that the proposed allocation for 1993 of an estimated cost of $823,000 is an attempt to "catch up the painting cycle" as a result of budget reductions. The Plant Department is currently obtaining bids for the 1992 projects.

When Mr. Stewart questioned the inclusion of Comley School in the 1993 Painting Schedule, Mrs. Hill suggested he make an amendment when the recommendations are considered.

Mr. Orlando clarified that Code F and Code 2 under the 1993 Painting Schedule were in error and should reflect either E or I - exterior or interior.

Noting the large expenditure for painting, Miss Cunningham queried the possibility of the Board purchasing the paint and hiring students to do this work. Mr. Orlando indicated this would require Board approval. Mr. Stewart observed that the firms who hire student painters have bid successfully in the past on Board projects.

Mrs. Mason, noting the Allenby community were painting areas within the school at their expense, inquired about the Board providing financial assistance.

Mr. Orlando pointed out the funds slated for Comley School may be available based on Mr. Stewart's comments; however he questioned the philosophy of the community painting a school. Ms. Orban noted other schools where staff had also done painting within their schools.

Mr. Desmarais briefly questioned the two phase expenditures allocated to Sir John A. MacDonald School and Mrs. Rodgerson clarified the expenditures relative to Westmount and Sir Allan MacNab Schools.

Pointing to the savings incurred through the use of the Board's in-house Asbestos Response Team, Mr. Mulholland suggested that consideration be given to hiring in-house skilled tradespeople for boiler replacement and painting projects. He further suggested that the Plant Department needed restructuring and should be closely examined.

Referring to the $300,000 allocation for "Others to be determined", Mr. Korz was assured by Mr. Rielly that specifics of these projects would come to trustees for approval. Mr. Mulholland voiced his opinion that he considered this allocation to be "padding the budget" and that it should be removed.

Mr. Orlando advised that, due to cutbacks in 1992, the 1993 expenditures for fencing also includes a carry-over from 1992.

Roofing Program

In presenting this report, Mr. Orlando advised that Delta Phase II project would be moved from 1993 to 1992 and the 1992 Sherwood Phase II project moved back into 1993. Mrs. Hill indicated that the recommendation would have to reflect the revised total.

In discussion with Ms. Orban, Mr. Orlando outlined the process involved in reroofing flat roofs. She queried the amount of these expenditures when much of the same material is reused in this process.

Mr. Orlando explained for Mr. Korz why flat roofs are less costly to construct that structures with peaked roofs.

Portable Classrooms

Mr. Orlando advised that page 65 is a reflection of portables in place at the present time.

Mr. Orlando explained to Ms. Orban the requirements and consultations that take place in siting a portable on a school's property. Mr. Mulholland added that in the past, this procedure also included consultation of the ward trustee(s) on site with the Superintendent of Schools. It was his determination that this procedure be reinstated; however Mr. Orlando was unaware of such a procedure.

Mr. Hicks clarified with Mr. Orlando that relocation of a portable, site to site including the ramp, would cost approximately $4,000 to $6,000 and that portables to be moved are inspected to ensure they are structurally capable of being moved. This report makes provision for new portables in the amount of $190,000.

Responding to Mrs. Rodgerson, Mr. Binns advised that portables #9, 21 and 24 were built in 1977 and were the only portables scheduled for demolition this year.

Replying to Ms. Orban's comments about the costs for portables and her desire for more accurate estimates, Mr. Orlando noted the variables involved and stated the estimates were as reasonable as possible.

When Miss Cunningham expressed concern that there was no recommendation relative to the purchase of portables for 1993, Mr. Orlando advised that this expenditure would be included in the Proforma Budget and would be based on information provided to him by the Superintendents of Schools. Mr. Hicks added his concern about the delay of such information and its possible impact on the development of the Proforma Budget.

Mr. Orlando confirmed for Mrs. Hill that costs such as paving for portables are included under the portable budget as it is easier to manage associated costs in one program.

When Mr. Desmarais questioned the apparent short life span of some of the units, Mr. Binns was able to clarify the situation, stating that portables are not numbered according to age; numbers have been re-used.

Asbestos Program

In presenting this report, Mr. Orlando drew attention to the asbestos expenditure estimates up to the year 1997. He also advised a contract had been recently awarded for the 1992 work at Delta School.

In commenting on the large expenditures of $1.2 million in each of 1993 and 1994 for Ainslie Wood School, Miss Cunningham expressed reservation about the recommendation on page 42 to place two classes of Severely Mentally Developed (Trainable Retarded) children in that school under the circumstances.

Mr. Orlando explained the scope of the work involved friable asbestos dropping down into spaces above the ceiling that serve as return air ducts and that this condition was extensive throughout the building.

Miss Cunningham wondered if there was a less expensive way to make these repairs.

It was noted that the 1994 Total should be corrected to read **$1,610,000.**

Mr. Orlando outlined for Mr. Korz that the asbestos costs relative to the Boiler Program are reflected in a gradual reduction on the Unidentified Repair Line. While it is anticipated that many such unidentified repairs will decrease over period of time, Mr. Orlando advised that another priority relates to asbestos located in tunnel areas in our buildings. He outlined several examples of such unidentified repairs. Salaries of mechanics doing the asbestos work are included under the Unidentified Repair Line; however, Mr. Orlando indicated that a report relative to the salaries, cost and future direction of the Asbestos Response Team would be brought to the June meeting of the Operations Management Committee.

In answer to questions by Mrs. Rodgerson, Mr. Orlando stated that asbestos operations are not particularly noisy, but may create a psychological affect which may be a problem in a school environment.

Referring to Ainslie Wood School as the last of five schools with major asbestos problems, Mrs. Bishop recalled that the asbestos problems were massive.

Mrs. Lowe was assured by Mr. Orlando that it was anticipated that work at Ainslie Wood would take place during the 1993 and 1994 Summer periods without disruption of the school year. He would provide further details at a later date.

As clarification, Mr. Shewfelt noted the report on the Asbestos Response Team would include expenditures to date and that wherever possible, application has been made to the

Ministry for funding.

In conclusion, Mr. Orlando explained what the Contingency allocation covers.

Masonry Program
Mr. Orlando presented the report which outlined the proposed program of repairs and restoration.

Asphalt Program
Following Mr. Orlando's presentation of the report, Mr. Stewart asked that the use of rubberized asphalt for playgrounds be investigated.

Further, Mr. Orlando agreed to review the Board's maintenance agreement with the City relative to the Scott Park expenditure of $92,000.

Capital Projects
Mr. Orlando summarized the status of Capital Projects.

When Mrs. Rodgerson questioned why the addition to James Macdonald School was not scheduled before 1995, Mrs. Nicholls advised that all projects had been prioritized. She acknowledged that there would be a need for portables to accommodate the population increase until that time. Mr. Orlando confirmed that construction of this project a year in advance might save 5% of the total cost.

Recommendations
Miss Cunningham questioned whether space was rented at Westmount to Brock University. Mrs. Nicholls responded that it was her understanding that some students were housed in the school in return for their work in the program, but was unaware of a dollar value. Miss Cunningham clarified that her question related to space usage and allocation rather than money.

Mr. Korz cited a conversation with Mr. Leedale, Co-ordinator Adult and Continuing Education, that closure of Southview this year was a cost saving measure and would result in a $250,000 saving. He wondered how this savings would be accomplished as a large part of this program would transfer to Briarwood School and there would be maintenance involved for the structure.

Mr. Stewart recalled that one area would relate to larger class sizes and a more efficient delivery of the program. Mr. Binns added that closure of a building included mothballing the heating and water systems with the resultant savings. In addition, there would be no caretaking services and a consolidation of the staff administering this program.

Mr. Korz expressed his difficulty in supporting closure of Southview when people on the mountain must now access Briarwood School in the lower city. He also quoted an Adult Basic Education newsletter that published information abut the closure of this Centre prior to that recommendation receiving Board approval.

Ms. Orban referred to an earlier discussion with Mr. Leedale in which he advised that adults would be referred to either St. Charles or St. Thomas More Schools. She also referred to Mrs. Nicholls' agreement to review Southview in terms of accommodation in a campus concept to Hill Park.

Mrs. Nicholls, while in agreement with looking at Southview, indicated that many factors would have to be taken into consideration. Should it be feasible, she considered 1993 the earliest time when the facility could be utilized. She also noted that any major construction involved in renovating the school would require budget approval.

Mrs. Hill remarked that the trustees would await a further report about this situation.

Mrs. Hill then indicated that recommendations would be reviewed individually, and she noted two that were Elementary/Secondary for voting purposes.

GENERAL

Area 1

At Mr. Allen's request, Mrs. Hill agreed to hold the recommendation regarding Adelaide Hoodless in abeyance until Mr. Stewart's return.

Area 3

Moved by Mr. Korz:

That the Hillsdale School Renovations - Phase I (Heating/Cooling System Replacement) proceed as planned in the 1993 Major Renovation Program. **CARRIED.**

Moved by Mr. Korz:

That the Hillsdale School Renovations - Phase II (New Walls, Relocate Library, New Stairwell, Consultation, etc.) proceed as planned for the 1994 Major Renovation Program. **CARRIED.**

Moved by Mr. Korz:

That the Hillsdale/Hillcrest Schools Accessibility Project (Elevator and Bridge) proceed as planned for the 1994 Major Renovation Program. **CARRIED.**
****Please note: recommendation revised to 1995, see page 9.**

Moved by Mr. Korz:

That the Glendale School Renovation Project proceed as planned for the 1995 Major Renovation Program. **CARRIED.**

Area 2

Moved by Mrs. Rodgerson:

That the following recommendation be amended to the year 1994:

a) That future needs of Middle School students be met through a new facility on the James MacDonald School site, 1995.

Despite Mr. Jackson's explanation, Mrs. Bishop maintained that she was unable to support recommendations for two middle schools as she did not believe there was sufficient documented evidence to support this need.

Relative to the 1995 project date, Mrs. Nicholls cited the prioritization of all the Capital Projects. She noted that portables will be added to Westview until the addition to James Macdonald site to facilitate accommodation of students from R. A. Riddell being bused out to Westview due to the incoming students from the Falkirk neighbourhood. However, she cautioned that if the proposed development of the Chedoke Hospital property is moved forward it would impact heavily on Chedoke School as well as R. A. Riddell and James Macdonald Schools.

When Mr. Shewfelt indicated this project would be financed by debentures, Miss Cunningham expressed reluctance in changing the time lines. She preferred to rely on staff recommendations and noted a change could be made next year.

The motion was put to a vote and **LOST.**

Moved by Miss Cunningham:

That future needs of Middle School students be met through a new facility on the James MacDonald School site, 1995. **CARRIED.**

Moved by Mr. Hicks:

That secondary school students in Block 93 who are attending Westmount Secondary School be permitted to access the Westwood/Westview school bus, provided that space is available on the bus.

When Mr. Hicks noted his concern about students from this area attending the public school system, Mrs. Nicholls noted Block 93 is located well beyond the distance requirement and these students would require busing.

The motion was put to a vote and **CARRIED.**

Moved by Ms. Orban:

That Southview be kept in inventory until January 1993 for a determination that could result in a need for a campus concept/satellite school for Hill Park Secondary School.

Mr. Korz requested a recorded vote, voicing the hope that this be considered in a year's time. Mr. Mulholland then indicated that he would request that recorded votes be taken on all the motions.

Mr. Allen affirmed that Southview was formerly an elementary school.

Concern was expressed about the wording of the motion, and Mrs. Hill pointed out that not only does this motion remove flexibility for accommodation from the officials, it does not address the fact that Southview is presently open. Following a brief discussion, Ms. Orban agreed to withdraw her motion.

Withdrawal of motion was put to a vote and **CARRIED.**

Moved by Mr. Korz:

That Southview Adult Learning Centre be closed July, 1992, but kept in inventory for possible future needs.

The motion was put to a vote and **CARRIED** with Trustees Bishop, Mason, Allen, Stewart, Darby, Lowe, Orban, Rodgerson, Desmarais, Mulholland, Hicks and Cunningham in favour and Trustee Korz opposed.

Upper City Secondary

If trustees had no further areas of concern other than the Area 1 recommendation, Mr. Korz proposed that the remaining recommendations be approved in total. Mr. Mulholland indicated his desire for the recommendations to be dealt with individually and Mrs. Hill concurred.

Moved by Miss Cunningham:

That Officials of the Hamilton Board of Education approach Officials of the Wentworth County Board of Education to consider the feasibility of a joint building project for addressing Secondary School Accommodation on the south mountain.

Mr. Darby declared a conflict of interest and stated he would neither debate nor vote on the issue. The motion was put to a vote and **CARRIED** with all trustees present voting in

favour.

Area 1 (Recommendation #2)
Mr. Stewart outlined his opposition to the addition at Adelaide Hoodless School. Noting Dr. J. Edgar Davey and Lloyd George Schools have severe air and temperature problems, he recommended that this money be diverted toward air conditioning programs at these schools, at an estimated cost of $125,000 per school.

At Mr. Korz' request, Mr. Quinn outlined the rationale for the original recommendation for the addition. Currently two Grade 6 classes travel to two other schools to access these programs with the resultant timetabling difficulties. He recognized the need for air conditioning at Dr. J. Edgar Davey, but pointed to the small number of days requiring air conditioning.

Mr. Orlando questioned the cost quoted by Mr. Stewart to install air conditioning at these schools. Based on Mr. Quinn's comments that the addition to Adelaide Hoodless would also include renovations, he asked to review the estimate of $750,000 as it appeared to be low.

Miss Cunningham expressed concern about the dramatic effect of poor air quality and asked that the situation be investigated immediately.

Mr. Stewart recalled recent renovations to Adelaide Hoodless School totalling $1 million and questioned why this addition was not included as part of the previous planning.

Responding to Mr. Korz' suggestions, Mr. Quinn remarked that installing only one program of these programs at Adelaide Hoodless would not alleviate timetabling difficulties.

Responding to Mr. Mulholland, Mr. Orlando explained that the $530,000 contract awarded last week for Lloyd George School includes upgrades to ventilation system, but does not include provision of air conditioning. He did not anticipate that an air quality problem would exist following these renovations. He observed that air conditioning is separate from air quality.

Mrs. Bishop, recalling discussions about this issue included Ryerson as a third school which was designed to be built with air conditioning.

Mr. Allen echoed Mr. Stewart's concerns about the recent renovations to Adelaide Hoodless School and proposed that these children continue to access these programs at Memorial or Prince of Wales Schools.

In response, Mr. Quinn observed that this work had not been included in the original renovations due to a lack of funds and the proposed reorganization of the clustered middle schools in Areas 2 and 3.

Mr. Allen pointed out that this discussion about middle schools had not be brought to the Board yet and if there were budget concerns about the original Allenby project, it should have been debated by the trustees.

Replying to Mr. Stewart's comments about the Lloyd George community input and the high priority placed on air quality and air conditioning, Mr. Orlando acknowledged that a ventilation problem had been identified. While the question of air conditioning was raised, the scope of work includes alteration of the mechanical and circulation equipment in an attempt to improve the quality of air and ventilation. Air conditioning was not considered feasible within the scope of this work and would only control temperature, not affect air quality.

Although the ventilation system does include a filtering system, Mr. Orlando advised that the consultant was unaware of a cleaning system that could improve the poor air quality caused by the surrounding industries.

Mr. Stewart reiterated the intent of his motion was that the $750,000 allocated to an addition at Adelaide Hoodless School be used to improve air quality at the schools identified.

Moved by Mrs. Lowe:

That no action be taken at the present time on the recommendation that a Design & Technology and Family Studies facility be constructed at Adelaide Hoodless School in 1993.

Mrs. Lowe suggested that a study be made relative to air quality with a report and recommendation coming forward. Should this motion pass, she indicated she was willing to make a motion for a report.

The motion was put to a vote and **CARRIED** with all trustees present voting in favour.

Mr. Stewart stated his intent was to determine which schools require modifications to improve air quality, not just to have a study done.

Moved by Mr. Stewart:

That funds designated for the Design & Technology and Family Studies facility at Adelaide Hoodless School be diverted to improve the quality and temperature of the air in Dr. J. Edgar Davey, Lloyd George and Ryerson Schools.

Mr. Mulholland was supportive of a study relative to air quality control problems, not air conditioning, but only in the schools as identified.

Mr. Stewart pointed out that one factor in poor air quality is that schools such as Lloyd George were designed to be air conditioned.

Noting some air quality problems can be related to other causes, i.e. allergies, Mr. Orlando suggested that where a problem is perceived, the Plant Department be advised. If the air quality problem is minor, it would be funded from a Maintenance Fund. Major identified problems, such as those at Hillsdale School, would require specific approval.

Mr. Stewart questioned what is perceived as a problem. He recalled Dr. Johnston's comment that people had fainted at Dr. Davey School yet there was no recommendation in this report to address the situation.

Upon hearing Mr. Orlando's comments about the Maintenance Fund, Miss Cunningham expressed concern about a recommendation whose funding is based on debentures. She suggested that this debate be continued at another Operations Management Committee meeting when pertinent information could be provided about these three schools upon which to make a decision.

Moved in amendement by Miss Cunningham:

That the following recommendation be referred to the officials for a report, including financial information:

i) That funds in the amount of $750,000 budgeted for the Design & Technology and Family Studies facility at Adelaide Hoodless School, be diverted for testing of and renovations to air quality systems at Dr. J. Edgar Davey, Lloyd George and Ryerson Schools.

Mr. Orlando noted that testing by an outside agency would preclude a report in June; however, several trustees indicated that information about air temperature and existing problems could be provided.

The referral motion was put to a vote and **CARRIED** with all trustees in favour.

Area 4
Moved by Mr. Korz:

That a Middle School with a capacity for 400 students be built in Block 87 for opening no later than September, 1995.

The motion was put to a vote and **CARRIED** with all trustees present voting in favour.

Moved by Mr. Korz:

That the Junior Kindergarten - 5 School approved in June, 1991 be built in Block 89 for opening in the 1994-1995 School Year.

The motion was put to a vote and **CARRIED** with all trustees present voting in favour with the exception of Mr. Stewart who was opposed.

Moved by Ms. Orban:

That an additional Junior Kindergarten - 5 School with a capacity for 400 students be built in Block 90 for opening in September, 1995.

The motion was put to a vote and **CARRIED** with all trustees present voting in favour with Mr. Stewart abstaining.

Moved by Mrs. Bishop:

That Vincent Massey remain available for accommodation in the short term but be reviewed for sale after 1995.

The motion was put to a vote and **CARRIED** with all trustees present voting in favour with the exception of Mrs. Lowe who was opposed and Mr. Desmarais who abstained.

At this point, Mrs. Hill advised that the recommendation regarding the Hillsdale/Hillcrest Accessibility Project had been Carried without reflecting the change in date from 1994 to 1995. She recalled this change had been noted in the presentation of the report but would now require a two-third's vote to make this change.

Moved by Mr. Korz:

That this item be reconsidered.

The motion was put to a vote and **CARRIED** with a two-third's majority.

Moved by Mr. Korz:

That the Hillsdale/Hillcrest Accessibility Project (Elevator and Bridge) proceed as planned for the 1995 Major Renovation Program. **CARRIED.**

Capacity of Schools
Moved by Mr. Korz:

That for Board purposes, capacity of elementary schools include those basement rooms which have been upgraded to regular classroom standards.

The motion was put to a vote and **CARRIED.**

Moved by Mr. Darby:

That a room of up to 350 square feet which is used as a resource withdrawal room shall have zero capacity.

Several trustees expressed reservations about this recommendation until Mr. Jackson explained that the intent is to permit the Board to access Capital funding by designating a learning resource room. Previously this opportunity for additional funding under the Capital Expenditure Forecast had not been utilized.

Miss Cunningham stated her appreciation to Mr. Jackson for locating this additional source of grant money.

The motion was put to a vote and **CARRIED.**

Property and Leases
Moved by Mr. Allen:

That the following sites and properties be approved for sale:

i) That Brantdale School and site be declared surplus to the Board's needs and be sold in accordance with Ministry regulations with the understanding that the Board will not require a site in this attendance area within ten years of the date of disposal. The funds realized from this sale be placed in Capital Reserves.

ii) That Glenview School and site be declared surplus to the Board's needs and be sold in accordance with Ministry regulations with the understanding that the Board will not require a site in this attendance area within ten years of the date of disposal. The funds realized from this sale be placed in Capital Reserves.

iii) That Onteora School and site be declared surplus to the Board's needs and be sold in accordance with Ministry regulations with the understanding that the Board will not require a site in this attendance area within ten years of the date of disposal. The funds realized from this sale be placed in Capital Reserves.

iv) That the Albion Falls neighbourhood 8.00 acre site in Lot 34, Concession 7, (Saltfleet), be declared surplus to the Board's needs and be sold in accordance with Ministry regulations with the understanding that the Board will not require a site in this attendance area within ten years of the date of disposal. The funds realized from this sale be placed in Capital Reserves.

v) That the Kentley neighbourhood 6.00 acre site in Lot 29, Concession 2, (Saltfleet) be declared surplus to the Board's needs and be sold in accordance with Ministry regulations with the understanding that the Board will not require a site in this attendance area within ten years of the date of disposal. The funds realized from this sale be placed in Capital Reserves.

Trustees expressed concern about a) selling property and b) selling property during a "soft market".

Trustees Allen and Hicks noted these recommendations reflect past practice. Mr. Allen considered this as flexible, financial planning. Mr. Shewfelt confirmed that should the properties be deemed for sale, tenders received would be evaluated, and if appropriate, brought forward for Board approval. He added that there are no funds remaining in the Capital Reserves at present.

When Mr. Desmarais voiced his understanding that these properties would be offered first to a priority list of purchasers, Mr. Shewfelt affirmed that properties sold under the priority list are at appraised market value. Mr. Stewart recalled that in the past, the City purchased property as an agency on the priority list and rezoned it for resale at great profit.

The motion was put to a vote and **LOST.**

It was confirmed for Mr. Mulholland that negative grants are still in effect.

Plant Department
Moved by Mr. Hicks:

That the following recommendations under the Plant Department be approved with the wording changed from "be provided" to "be considered", with the addition of Clause f):

a) That the Boiler Replacement Program to 1997 be approved and that funds be provided in the 1993 budget in the amount of $390,000 for boiler replacement work.

b) That the Painting Program as outlined for 1993 be approved and that funds be provided in the 1993 budget for this work in the amount of $823,756.

c) That the Roofing Program for 1993 be approved and that funds be provided in the 1993 budget in the amount of $800,000.

d) That the Masonry Program as outlined for 1993 be approved and that $155,000 be considered in the 1993 budget.

e) That the Asphalt and Concrete Program as outlined for 1993 be approved and that $272,000 be provided in the 1993 budget.

f) That the Asbestos Program for 1993 be approved and funding be considered in the 1993 budget in the amount of $1,860,000.

Mr. Hicks explained that his change in wording relates to the change in the information-gathering process for the Proforma Budget and he stressed the need to provide the officials with flexibility relative to setting priorities and a percentage increase.

Mrs. Hill clarified that these clauses refer to recommendations from pages 62 - 63 - 64 - 68 - 69 as summarized on page 4 of the Accommodation Report.

Recalling the previous budget cuts to this area, Mrs. Bishop said she would vote against the motion. She preferred these figures to be included in the budget to ensure long-term planning of maintenance needs.

Responding to Mr. Korz' query about the appropriateness of the wording change, Mr. Shewfelt replied that, administratively, this change could be supported at this stage in development of the Proforma.

In view of the Asbestos Report to be presented at the Operations Management Committee meeting in June, Mr. Hicks stated he would defer clause f).

In opposing the motion, Mr. Darby cautioned that these projects would result in a budget increase of $2.2 million over 1992.

Miss Cunningham averred that this is exactly the reason for the wording of the motion, so that financial implications will be evaluated. She also recalled previous Plant Department cuts which resulted in five-year cycles being extended to 10 year programs. She had a concern about the budget process and the need for a plan to define responsibilities both centrally and in the system relative to "site based management".

Noting that these recommendations would return to trustees for final approval, Mr. Desmarais suggested that "double flap" motions be considered separately.

Approving of Mr. Desmarais' intent, Mr. Korz stated he would prefer that the motion reflect wording such as "consider projects and consider putting money in budget".

Mr. Mulholland called the question.

Mrs. Bishop questioned whether "to be considered" meant the motion would be passed or not. Further she wanted more information about recommendation dealing with Adult Education.

The question was put to a vote and **CARRIED.**

Mr. Stewart also questioned whether this would necessitate Plant Department bringing details of these expenditures.

Mr. Hicks reiterated his comments about providing flexibility in the process, noting that at this time last year, a percentage rate had been set on the Proforma Budget.

The motion was put to a vote and **CARRIED** with Trustees Cunningham, Hicks, Korz, Mulholland, Desmarais, Rodgerson, Orban, Lowe, Allen and Mason in favour and Trustees Darby, Stewart and Bishop opposed.

At this point in the meeting, the members agreed that recording of votes cease.

Moved by Mr. Allen:

That the Superintendent of Plant proceed with the final design for the Hill Park project on the basis of the preliminary plans and estimates developed in the collaborative model in 1992. **CARRIED.**

Moved by Miss Cunningham:

That the Superintendent of Plant proceed with the final design for the Hillsdale project on the basis of the preliminary plans and estimates developed in the collaborative model in 1992. **CARRIED.**

Moved by Miss Cunningham:

That the extended program for Renovations to 1997 be approved and that the Superintendent of Plant continue to develop plans for this work. **CARRIED.**

Moved by Mrs. Bishop:

That the Superintendent of Plant provide new portables at the following locations: Lincoln Alexander, Burkholder and Lawfield Elementary Schools and Barton Secondary School **and that expenditures not exceed the budgeted amount of $190,000.**

Mrs. Bishop noted her inclusion of the budgeted figure within the report in this motion.

Mr. Orlando added that final totals will be included in the Proforma Budget.

The motion was put to a vote and **CARRIED.**

Moved by Mrs. Lowe:

That the following recommendations under the Plant Department be approved with the wording changed from "that the Superintendent of Plant be authorized to engage" to "that the Superintendent of Plant be authorized **to recommend**":

a) That the Queen Mary Elementary School project be approved and that the Superintendent of Plant be authorized to engage an Architect to commence design work.

b) That the new Elementary School approved in the 1991 Accommodation Report be constructed in Block 89 and that the Superintendent of Plant be authorized to engage an Architect to commence design work.

Mr. Orlando assured Mr. Stewart that the same collaborative process will take place at the Architect level stage relative to Queen Mary School and the school kept informed about the project. Once input has been received, the design people would commence their job.

Clause a) was put to a vote and **CARRIED.**
Clause b) was put to a vote and **CARRIED.**

Addendum
Mr. Binns remarked that it has become evident that responsibility for accommodation planning and the Accommodation Report will have to be re-examined and possibly redeployed. He emphasized the significant amount of time involved in preparing this Report and the need to assign these tasks to two or three people in significant amounts.

While Mr. Korz viewed this as the responsibility of Senior Management, Miss Cunningham spoke supportively of such a direction to provide real definition of responsibility. She agreed this was a decision for the administration, but she hoped that a decision on appointing people could be deferred as she had some concerns, particularly related to the Plant Department.

Moved by Mr. Stewart:

That this Committee continue to sit past 23:00 hours. **CARRIED.**

When Ms. Orban commented on the data available from City Hall, Mr. Binns confirmed this is accessed at present, but foresaw difficulties of continuing to do so in the future.

Moved by Mr. Korz:

That the recommendation that consideration be given to assigning accommodation planning functions as a significant staff role to assist in the deliberations of the Director's Accommodation Committee be received for information.

When Mr. Korz indicated he was also willing to move adjournment, Mrs. Hill stated she would not accept that motion.

Mr. Stewart was of the opinion that this matter should be discussed at the Personnel & Organization Committee and hoped to so refer it.

Mr. Hicks spoke of his appreciation to Mr. Binns in recognizing this situation. He felt the Accommodation Report would continue to be critical to this Board in the next few years and he further felt it was within the mandate of the officials to assign this responsibility.

The motion was put to a vote and **CARRIED.**

Proposed Move of Trainable Retarded Children to Ainslie Wood School

Mr. Quinn, in response to questions, stated that the $40,000 allocation would provide washroom facilities for these children at Ainslie Wood School, otherwise no further renovations are necessary. He stressed that the two rooms to house these students are located on the first floor with their own entrance and includes kitchen and washroom facilities.

Mrs. Lowe spoke at length outlining various concerns:
a) the differences in facilities available to students at Huntington Park compared to Ainslie Wood, b) the ability of two rooms to accommodate all these students and the affect of housing these students in a Technical Wing, c) the financial impact of moving from an elementary to secondary staffing, i.e. contract d) parents' concerns about this move, e) lack of unanimity among Rygiel Staff about this move. Normally in support of the recommendation of officials in such matters, Mrs. Lowe concluded she was unable to support this move.

Moved by Mrs. Lowe:

That no action be taken relative to the proposed move of the severely developmentally challenged students (Trainable Retarded) to Ainslie Wood Secondary School.

Moved in amendment by Mrs. Bishop:

That the proposed move of the severely developmentally challenged students (Trainable Retarded) to Ainslie Wood Secondary School be referred to the Officials for a report.

Acknowledging her agreement with placing students in age appropriate setting, Mrs. Bishop spoke of concerns relative to administrative problems. She noted that parents are not being informed nor included in discussions about program changes. Citing a letter that she wrote on March 19th to the Director, Mrs. Bishop quoted many concerns relative to system-wide directions and responsibilities. She also referred to attempts by Rygiel Home to communicate needs of the students to the Board. She considered the manner in which this program is being moved as another example of deficiencies related to defined responsibilities, consultation with staff or an overall review.

Mrs. Bishop verified for Mr. Rielly that it was her intent that a report be made relative to her March 19th communication.

Trustees Rodgerson and Korz spoke in support of Mrs. Lowe's motion, while Ms. Orban clarified with Mr. Binns that these children represent a very rare, specific population of multi-handicapped Trainable Retarded students.

Noting the impact of a caring staff on the quality of life for these students, Ms. Orban supported the main motion on emotional grounds.

The referral was put to a vote and **LOST**.
The motion was put to a vote and **CARRIED.**

ELEMENTARY/SECONDARY

Area 1
Moved by Mrs. Bishop:

That Binkley School be reopened in the 1994-1995 school year.

In making this motion, Mrs. Bishop drew attention to the Elementary School Closure policy and asked for confirmation that this was a long term measure in view of the negative impact its closure had on the neighbourhood.

Mr. Korz suggested that this matter be referred to the Rules and Regulations Committee or the Operations Management Committee.

When Mrs. Hill queried whether the reopening was long term or for short term needs, Mr. Quinn replied that the recommendation was based on the need to accommodate students from three developments: Main Street West, Lapp Property and Rifle Range Road.

The motion was put to a vote and **CARRIED.**

Upper City Secondary
Moved by Mrs. Lowe:

That the following boundary adjustments be implemented effective September, 1993:

a) That Block 55 become part of the Sherwood Secondary School boundary for families new to Secondary School and an option for other families in Block 55.

b) That the option of Hill Park or Sherwood Secondary Schools be designated for Block 52.

c) That the option of Hill Park or Westmount Secondary Schools be designated for Blocks 66, 76, 86 and 95.

The motion was put to a vote and **CARRIED** with all trustees present voting in favour.

School Closure Policy
Mrs. Hill indicated Mrs. Bishop wished to address the review of the School Closure Policy in relation to the re-opening of Binkley school (with a capacity of approximately 150 children and also a reference to the current low enrolment at Sherwood Heights School).

Moved by Mrs. Bishop:

That Board Policy regarding studying a school for closure if there are less than 200 students be rescinded.

Moved by Mr. Korz:

That this item be tabled for discussion at the Special Operations Management Committee meeting scheduled for Thursday, 1992 06 04. **CARRIED.**

The meeting then adjourned.

Read and confirmed,

.....
Chairman

cv

MINUTES OF THE
SPECIAL MEETING OF THE OPERATIONS MANAGEMENT COMMITTEE
1992 06 04

Present: Trustees S. Hill (Chairman), Darby, Desmarais, Rogers and Cunningham.

Not Present: Trustees Allen and Lowe.

Also Present: Trustees Bishop, Hicks, Korz, Mulholland, Orban, Patenaude, Rodgerson and Wilson.

Officials Present:
K. Rielly (Director of Education and Secretary)
P. Shewfelt (Superintendent of Finance and Treasurer)
E. Bond (Superintendent of Program)
N. Nicholls (Superintendent of Schools - Area Two)
R. Binns (Superintendent of Schools - Area Three)
G. Rutledge (Controller)
S. Rogers (Assistant to the Secretary)

Mrs. Hill called the meeting to order and noted regrets were received from Trustee Allen.

GENERAL

BUSINESS ARISING OUT OF THE MINUTES:
Report re the Agreement relative to the City of Hamilton's construction of a Washroom/Shower Facility, Chedoke Pool - Chedoke School Property
Mr. Shewfelt advised that Mr. D. Kelterborn, Manager - Property and Insurance, has "firmed up" an agreement which was delivered today to the City officials for signing.

Mr. Hicks expressed his appreciation for the officials' fast tracking of the process which helped in addressing the concerns while still allowing the facility to be ready in the latter part of June.

It was agreed:

That the verbal Report regarding the Agreement relative to the City of Hamilton's construction of a Washroom/Shower Facility, Chedoke Pool - Chedoke School Property be received for information.

Moved by Mr. Korz:

That the Report of the Special Education Advisory Committee (SEAC) be considered as the second item of the Agenda.

When Mrs. Hill advised that Mrs. F. Oommen (Chairman - SEAC) who would be presenting the Report had not arrived, Mr. Korz withdrew his motion.

NEW BUSINESS:
Report re Cafeteria Operations at Eleven Composite Schools and Education Centre
Mr. Kelterborn reviewed the Report.

Noting that a new company is being recommended to assume the cafeteria operations of the Board, Canon Rogers inquired if there were any special reasons why the Board would be discontinuing the services of the present cafeteria operators.

Mr. Kelterborn clarified that, after 4 years of having the present cafeteria caterers, it was time to "go out" again for quotations. In reviewing the quotations received, a close comparison was made and, for the benefit of the students, school and Education Centre staff, Restauronics Services Incorporated was deemed to be the best choice.

Canon Rogers referred to a call from a member of the Student Council at Glendale Secondary School expressing concerns with this proposal and informing him that a petition was going to be presented to the Board on the issue.

Mr. Mulholland stated he had similar calls but noted concerns were focused on the cafeteria having to operate partially off-site facilities. Mr. Kelterborn explained there will be no change in facilities at Glendale and all food preparations will be on-site.

In response to Mr. Hicks' queries, Mr. Kelterborn affirmed that this is the first time the Board invited quotations for one caterer to operate system-wide. He referred to requests from the system for the Board to go this "route" and added the officials took into consideration the downsizing of the Board in deciding to deal with one caterer. He noted that all caterers had the opportunity to quote on a system-wide operation.

Mr. Kelterborn, in reply to a further question from Mr. Hicks, clarified that the criteria relating to the nutritional program developed through the efforts of Mrs. Bishop and the Food Policy Committee were met by the successful bidder.

Mr. Kelterborn clarified for Mr. Hicks the selection process, detailing the criteria upon which the recommendation was based. He noted that references from other school boards were among the main criteria considered and pointed out that two of the four companies considered have serviced school boards in the past years, one has no catering experience with a school board. Mr. Kelterborn related that he personally visited one school board and contacted three other boards to obtain references from them on the successful company.

Mr. Hicks expressed concern with utilizing the services of a catering company for the first time and committing to a 3-year contract.

Mr. Kelterborn clarified that this is a normal contract period.

Mrs. Bishop endorsed the move to one food caterer for the whole organization. She felt this could result in uniform prices throughout the system and facilitate accountability to the Board. Mrs. Bishop was pleased that the nutritional program endorsed by the Board's Food Policy Committee was considered along with the assistance of a Public Health Nurse.

Moved by Mrs. Bishop:

That the Report regarding Cafeteria Operations at Eleven Composite Schools and Education Centre be received for information and the following recommendation approved:

(a) That Restauronics Services Incorporated be awarded the Board's contract to operate cafeterias at eleven Composite Secondary Schools and the Education Centre commencing September, 1992 for three years, with the option to renew for a further two years, subject to prior approval by both parties.

Mr. Kelterborn clarified for Mr. Mulholland that Crestwood and Parkview Secondary Schools have their own food service program.

The motion was voted on and was **CARRIED**.

Report re Driver Education Quotations - In-Car Portion
Moved by Canon Rogers:

That the Report regarding Driver Education Quotations - In-Car Portion be received for information and the following recommendation approved:

(a) That Vera's Driving School be authorized to provide in-car instruction for the Driver Education Program for the period 1992 09 03 to 1993 08 31, at no cost to the Board. **CARRIED**

Report of the Transportation Committee
Moved by Mr. Desmarais:

That the following Report of the Transportation Committee be approved:

(a) That the officials respond to the 1992 03 13 response from the Ministry of Education relative to the revised 1991 Transportation Grant outlining the concerns of the Board's Transportation Committee and that the members, through the officials, be kept updated on the progress of the Ministry's Transportation Policy Review Committee.

(b) That the officials send a memorandum to all school principals reminding them of the Board's procedures regarding school trips, emphasizing that all bus operators utilized for school trips must meet the Board's requirements.

Mr. Desmarais clarified for Ms. Orban that the issue of the change in transportation mileage, i.e. from 1.6 kilometres to 2.4 kilometres was not discussed in detail at the recent Transportation Committee meeting as it was not within its mandate.

Mr. Hicks referred to his comments regarding transportation mileage and demographics mentioned at that meeting. He noted the issue of safety concerns being expressed by parents in light of the recent abductions of children and advised he will be making a presentation at the 1992 06 09 meeting of this Committee on behalf of the community representatives who were unable to meet the required Board timelines for a presentation.

In response to Mrs. Bishop's concerns, Mr. Desmarais briefly discussed the rationale behind the two recommendations in the Report. He noted that Recommendation (a) stemmed from the response letter from the Ministry of Education regarding the Board's concerns on the Transportation Grant structure; there was agreement that the officials will bring updates to the Board on the progress of the Ministry's Transportation Policy Review Committee. Referring to Recommendation (b), Mr. Desmarais clarified that this was a result of concerns around a school trip and the members felt the procedures relating to school trips, particularly Clause 4 (d) of the Operating Procedure, should be re-emphasized to all school Principals.

Mr. Shewfelt noted that the Ministry will be informed of the Board's concern that the reduction in transportation grants came part way through the year and the Ministry will be requested to make it known at the beginning of the year, the changes envisioned for the coming year.

Mr. Hicks said one of the concerns relating to Recommendation (a) was the double bus runs in light of the significant reduction in transportation grant.

The motion was put to a vote and was **CARRIED**.

Report of the Special Education Advisory Committee
Mrs. F. Oommen, Chairman - Special Education Advisory Committee, presented the Report.

Moved by Ms. Wilson:

That the following Report of the Special Education Advisory Committee be approved:

(a) That the Report of the Officials on Special Education Funding be received for information.

(b) That the Speech and Language Update be received for information.

(c) That the Ninth Annual Review, Special Education Report be approved for submission to the Ministry.

Miss Cunningham, although appreciating the voluntary efforts of SEAC members in providing their expertise to the Board's special education program, expressed some concerns with the manner in which SEAC has been conducting its meetings.

Referring to the 1992 05 20 SEAC minutes, Miss Cunningham alluded to a staff presentation where the presentor was questioned at length regarding the Board's budget process and the Committee's request for further financial information (tracing back to 1985). Although she acknowledged that SEAC members are entitled to receive this type of information, she asked the members give consideration to the time involved in the preparation of these reports in light of the Board's downsizing/staff reduction and the thrust to minimize paperwork. Miss Cunningham also alluded to "commentaries" from SEAC members during staff presentations and felt it inappropriate to have Board staff placed in this situation.

Mrs. Oommen clarified that SEAC members had been anticipating this information for sometime; however, she conceded that SEAC should be sensitive to the concerns outlined by the Chairman of the Board.

Mrs. Hill explained to Mrs. Oommen the Board procedure regarding requests for extensive reports, which trustees must follow.

Noting the nature of the changes and notations made during confirmation of the SEAC minutes, Miss Cunningham called for the members' sensitivity to the amount of time and effort involved in the recording and transcription of these minutes.

Miss Cunningham referred to the frequent extension of the SEAC meetings and stressed its impact on staff time and efforts.

In conclusion, Miss Cunningham affirmed her high regard for the people serving on SEAC; nevertheless, she felt the Board's concerns should also "be brought to light".

Mrs. Bishop clarified that there was never an intention to demand from staff long and complex reports. The need for further financial information (for Lines 37 and 38 of the Budget) stemmed from concerns regarding the dramatic decline in the amount of Ministry grant for special education and the SEAC members felt the information would provide the basis for any recommendation coming from SEAC relating to this issue.

When Ms. Patenaude recalled that SEAC dealt with a heavy agenda that night, Mr. Desmarais commented that the duration of a meeting is correlated with the length of discussion on the individual Agenda items and not the length of the Agenda itself.

The motion was voted on and was **CARRIED**.

ELEMENTARY/SECONDARY

BUSINESS ARISING OUT OF THE MINUTES:

School Closure Policy (tabled at 1992 06 03 Special Operations Management Committee meeting)

Mrs. Hill recalled Mrs. Bishop's concerns regarding the Board's Policy on school consolidation and closure. She noted that this item was tabled at the recent special meeting of this Committee for discussion tonight.

Moved by Mrs. Bishop:

That the following motion be lifted from the table:

(a) That Board Policy regarding studying a school for closure if there are less than 200 students be rescinded. **Carried**

In clarifying the provisions of the Policy, Mrs. Bishop said she wished to delete Section 2 to forego the need to review these schools. She noted there are at least two schools with less than 200 students yet the Board does not intend to close these schools. Mrs. Bishop reminded the members of the long process involved in addressing a similar situation with Allenby Elementary School and said she did not want to needlessly subject the community nor the Board to this process.

Canon Rogers preferred to leave the Policy as is, recalling that over the years there have been schools with less than 200 students and no action was taken. He cautioned that by rescinding this section the Board may not be able to take action when schools should be considered for closure. Canon Rogers suggested dealing with each situation on an individual basis.

Miss Cunningham agreed with Canon Rogers' views, suggesting that perhaps a list of schools not to be considered for closure be developed.

Ms. Orban supported maintaining the current Policy as providing general guidelines and stressed the need for accountability in this regard.

Mr. Desmarais was opposed to the motion and said the concern is covered in Section 1, i.e. "The Director of Education will assess the enrolment and will advise the Board."

The motion was voted on and was LOST.

NEW BUSINESS:
Recommendations of the Director of Education
Moved by Canon Rogers:

That the recommendations of the Director of Education be approved as presented. CARRIED.

Voyageurs Canada 1992
Moved by Canon Rogers:

That the Report regarding Voyageurs Canada '92 be received for information and the following recommendations approved:

(a) That the Hamilton Board of Education support the Voyageur Canada '92 program:

(i) by permitting interested groups of students to participate in the exchange;
(ii) by providing the necessary release time for a maximum of two teachers from each of the three Hamilton ridings to accompany the students, assist with the supervision and act as the liaison with the Hamilton Board of Education.

(b) That the financial obligation of the Hamilton Board of Education for the Voyageur Canada '92 program be restricted to the cost of a maximum of six occasional teachers required to replace the teacher supervisors for the exchange and that the occasional teacher cost be funded from the approved occasional teacher budget.

Mr. Rielly clarified for Miss Cunningham that Board's sponsorship will cost about $3,600.

Mr. Darby considered this an excellent program for many young people. He felt the school boards would be getting a "good deal" for the students. Mr. Darby wondered if the number of participating students from each area could be increased.

Mr. Rielly clarified that the configuration reflected in the Report is the most viable.

Responding to Mrs. Hill's question, Mr. Rielly advised that the program will commence in June and run through November, noting that all activities will be co-ordinated by a Nominating Committee as well as a local organizing committee.

Mrs. Bishop expressed her concerns with the costs involved in light of financial restraints, pointing to the constraints in hiring occasional teachers during in-service workshops.

In response to a question, Mr. Rielly explained the duties of the supervising teachers in the program.

At this point, Mr. Darby called the question and it was Carried.

The motion was put to a vote and was **CARRIED**.

Responding to Miss Cunningham's question, Mr. Shewfelt responded that none of the Board's bursaries could provide financial assistance for this project.

The meeting then adjourned.

Read and confirmed,

CHAIRMAN

rt

JUNE, 1992

June 9

OPERATIONS MANAGEMENT COMMITTEE

THE BOARD OF EDUCATION
FOR THE CITY OF HAMILTON

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OPERATIONS MANAGEMENT COMMITTEE
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BUSINESS ARISING OUT OF THE MINUTES:

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MINUTES OF THE
OPERATIONS MANAGEMENT COMMITTEE
1992 06 09

Present: Trustees S. Hill (Chairman); Allen, Darby, Desmarais, Lowe, Rogers and Cunningham.

Also Present: Trustees Bishop, Hicks, Johnston, Korz, Mason, Mulholland, Orban, Rodgerson and Stewart.

Officials Present:
K. Rielly, Director of Education and Secretary
A. Stockwell, Associate Director of Education
P. Shewfelt, Superintendent of Finance and Treasurer
E. Bond, Superintendent of Program
B. Sinclair, Superintendent of Human Resources
R. Orlando, Superintendent of Plant
M. Quinn, Superintendent of Schools - Area 1
N. Nicholls, Superintendent of Schools - Area 2
R. Binns, Superintendent of Schools - Area 3
P. Gillie, Superintendent of Schools - Area 4
S. Rogers, Assistant to the Secretary

Mrs. Hill called the meeting to order, advising regrets were received from Trustee Wilson. The members agreed that the presentation by Mother Goose Co-operative, the Review of Delta and Transportation - Chedoke Middle School would be moved forward for discussion, following the items under Business Arising - General.

Moved by Miss Cunningham:

That the minutes of the 1992 05 12 meeting and special meeting of 1992 05 21 be approved. **CARRIED.**

GENERAL

BUSINESS ARISING OUT OF THE MINUTES:

Report from the Officials re Presentation by Buchanan Park School - Environmental/Naturalization Project

Mrs. Nicholls presented the report.

Moved by Mr. Hicks:

That the following recommendation from the Report of the Officials relative to the presentation regarding the Naturalization Environmental Project at Buchanan Park School be approved:

(a) That the Project be approved at no cost to the Board. **CARRIED.**

Report of the Asbestos Response Team

Mr. Orlando reviewed the report.

Mr. Orlando assured Miss Cunningham that the specific work relative to the 1993 and 1994 expenditures of $1.2 million in each year would be brought back to the trustees for approval. Given Miss Cunningham's concerns about the cost, Mr. Orlando agreed to identify other options. The 1992 expenditure of $100,000 is to cover the preliminary design work for the remainder of the project.

When Miss Cunningham suggested that the closure of Ainslie Wood School and construction of an addition elsewhere might be a more constructive use for this money, Mr. Mulholland noted that Ainslie Wood School would be difficult to sell with the asbestos condition and suggested

that money be saved through the elimination of design and consultant fees.

Moved by Mr. Mulholland:

That the Report of the Asbestos Response Team be received for information and the following recommendations approved:

a) That an annual report on the current and future activity of the asbestos program be included in the Accommodation Report.

b) That the Asbestos Response Team continue its current structure and organization for a three-year period until 1995 06 30.

Dr. Johnston asked that comparison prices be provided to trustees to verify the cost savings through the use of the "in-house" Asbestos Response Team rather than using a contractor. Mrs. Bishop requested that this report include expenditures on the four other schools which had been identified with major asbestos problems.

Mr. Orlando advised Mr. Hicks that approval of this report relates to the Asbestos Response Team structure and expenditures of $130,000 as detailed on page 3. Mr. Shewfelt then indicated that the $1,860,000 cost for asbestos removal would be considered in the 1993 budget estimates.

The motion was put to a vote and **CARRIED.**

Provincial Mathematics Review - Grade 8, Grade 10 General and Grade 12 Advanced

Miss Bond, Mr. Traini (Co-ordinator - Mathematics) and Mr. Fawcett (Part-time Math Co-ordinator Special Assignment Program Department) presented the report.

Miss Bond stated that analysis teams were looking at both Board and individual grade results. Both the system and individual schools are formulating Action Plans to deal with areas requiring improvement.

Noting full documentation of the review was available through the Mathematics' office, Mr. Traini clarified that the teams focused on the questionnaire section of the review in preparing these recommendations. Mr. Traini reviewed the individual recommendations as summarized, detailing the rationale which resulted in each recommendation. He was confident of improved results in any future review.

Mrs. Bishop queried the apparent difference in approach to the review of the English and French Language Math Reviews, believing that the French Language Section was conducting a more rigorous review. She questioned the lack of documentation available to trustees, expressing concern that individual Action Plans from schools have not been received and also queried the lack of community and

trustee representation.

Mr. Traini explained that it had been suggested that trustee representation on the implementation teams was not appropriate. Further, although specifically invited, there was little response from parents or students to participate in the compilation of the recommendations. Mrs. Bishop remarked that it would have been more appropriate to make a formal request to the Home and School Association for representation.

Miss Bond explained that these recommendations were system-based and that schools will also review their individual results and compile school plans with a focus on their specific needs in relation to the system level recommendations. Therefore, the system level recommendations will be implemented in varying degrees. Relative to comments about the French Language Section, she cautioned that a comparison was being drawn between an individual school Action Plan and system recommendations.

The following comments were made about the recommendations:

Recommendation #1
- while parental involvement is a good direction, it was obvious teachers were not only unaware of the amount of homework being done, but not placing enough emphasis on the importance of homework
- as parents are often intimidated by student's homework, it was suggested that a "homework hot line" be established
- if students need to rely on parents for assistance, it was questioned how effectively the subject is being taught
- increased parental awareness of the amount of homework that should be done

Recommendation #2
- this Board is teaching less of the subject matter than most of the Province and there is no indication that the amount of curriculum taught will be increased.
- that estimation and conceptual learning occur prior to the use of calculators or computers

Recommendation #3
- more dialogue between middle and secondary math teachers
- concern about semestering of such core subjects as Math and English

Recommendation #4
- it appears this Board is spending less time teaching math compared to provincial average system.

Recommendation #5

Recommendation #6
- concern that the wording of the review may have resulted

in some inaccurate responses through misunderstanding of the intent of the question

While trustees were pleased to have the opportunity to debate core curriculum, Mrs. Bishop hoped the report would have included Board and Provincial standings.

In addition to the suggestion for a hot line, Mr. Traini advised a fifth 'homework' period within the school timetable is being considered. He also remarked that semestering of subjects may have had an impact on the review results.

Mr. Allen found it extremely important and disconcerting that this Board's level of math is not as high as other jurisdictions and that a Grade 8 middle school math teacher may not be teaching the subject which is their first level of expertise.

Responding to comments about parents assisting students with homework, Mr. Traini clarified Recommendation #1 referred to homework at the Grade 8 level.

In response to questions from Mrs. Rodgerson, Mr. Traini explained the rationale for encouraging estimation skills and more emphasis on teaching strategies that are more effective for female students. Mrs. Rodgerson looked forward to future discussions relative to core curriculum subjects, however she considered the Action Plan "hazy".

Mrs. Hill briefly reminded members about the number of items remaining on the agenda.

Moved by Mr. Darby:

That the Report re the Mathematics Provincial Reviews including the following recommendations, based on the interpretation of the Provincial Reviews, be received for information:

1) That a plan be developed to assist parents in understanding the mathematics being taught, the processes used, and the role of homework, so that they can better support and assist their children.

2) That the current Mathematics Curriculum be modified to include attention to real-life applications, use of computers and calculators, an emphasis on estimation skills, and teaching strategies that deal with gender differences, learning styles, and the impact and importance of a variety of technologies and manipulatives.

3) That in secondary schools, Mathematics Departments focus on methodology, curriculum, technologies and strategies, and that these strategies be shared with their feeder schools.

4) That ongoing inservice for all teachers teaching mathematics be an integral part of existing inservice plans at all levels.

5) That the Grade 12 Advanced Level Curriculum be investigated and recommendations be made to better meet the needs of all the students enroled.

6) That the Hamilton Board participate fully in any future provincial review in mathematics. If there is no provincial review, the Hamilton Board duplicate the past review to evaluate any changes that have occurred.

Mr. Darby called the question and it was put to a vote and <u>LOST.</u>

Mr. Desmarais expressed some concern with receiving this report for information, trustees should actually approve Recommendations #1 to #5, as Recommendation #6 was the only indication of further debate by trustees on this subject.

Miss Bond explained that each school will utilize these recommendations as they relate to their individual results to develop a School Action Plan. Mr. Traini pointed out that these recommendations would be submitted to the Ministry as requested. He welcomed an opportunity to discuss any concerns personally with trustees, noting that additional concerns could also be addressed.

Due to the seriousness of the review and the below-average standing of our Board, it was

Moved by Mrs. Bishop:

That the Report and recommendations based on the interpretation of the Provincial Reviews in Mathematics be referred back to the officials.

Mrs. Bishop explained that she hoped to address: a) the basis on which the recommendations were made, b) some kind of process of evaluation and accountability, c) how recommendations will be implemented and accounted for and d) trustees involvement, possibly through the areas. She felt such a serious matter required a much more complete report with further recommendations.

Miss Cunningham was in agreement with sending these recommendations to the Ministry, however she felt that further information relative to Mrs. Bishop's concerns should be brought to another meeting.

Mr. Traini reiterated that the provincial document has been available since his earlier presentation this year, and noted the difficulty and volume of incorporating all this material into one document.

In view of the misleading wording of some of the questions in the Provincial review which may have resulted in erroneous results, Miss Cunningham also suggested that trustees would be interested in the Ministry's response to individual school recommendations as well as a report addressing concerns raised by the trustees. Both she and other trustees echoed Mrs. Bishop's comment about the opportunity to discuss in some detail a core subject, but agreed a report should be submitted to the Ministry.

The referral motion was put to a vote and **LOST.**

Mr. Darby then agreed to Mr. Korz' suggested rewording of his motion from "be received for information" to "be approved".

The motion as amended was put to a vote and **LOST.**

Mr. Darby then moved that the report and recommendations be "received for information".

The motion was put to a vote and **CARRIED.** Mrs. Hill thanked the presenters.

Report from the Officials re Air Quality (Lloyd George, Dr. J. Edgar Davey and Ryerson Schools)

As a result of discussion at the Special Operations Management Committee meeting dealing with Accommodation, Mr. Orlando reported that Plant Department staff spoke with Principals at Ryerson, Dr. J. Edgar Davey and Lloyd George Schools about air quality problems. The Principals indicated no concerns about "air quality problems" other than three specific items:
i) Dr. J. Edgar Davey - air quality in general, possibility of air conditioning.
ii) Ryerson - one room requiring dampers and coils to be cleaned and air quality relative to use of aerosol cans in the finishing room, Industrial Arts Lab.
iii) Lloyd George ventilating problems inside building (which are expected to be addressed through renovations this year).
While two schools reported odour problems due to industries around the schools, Mr. Orlando stated these cannot be addressed within a reasonable cost. Relative to the suggestion of air conditioning, Mr. Orlando reiterated it would not improve air quality but would reduce temperature. He agreed that air conditioning could be investigated, but advised that as the design of these buildings did not originally include air conditioning, installation would cost approximately $450,000 per school. He concluded that information to date does not dictate further testing for contaminants in the air given the $100,000 cost.

While appreciative of Mr. Orlando's quick response, Mr. Stewart questioned why Red Hill School was air conditioned because of surrounding environment atmosphere, i.e. noise pollution and Lloyd George was not, given the polluted atmosphere resulting from the surrounding industries. In discussions with the Principals, he noted they were hopeful

of air conditioning in long range plans. He suggested more competitive prices be obtained.

Mrs. Mason echoed Mr. Stewart's remarks, commenting that teachers at Dr. J. Edgar Davey School would prefer the "open concept" be divided into smaller rooms for teaching but that interferes with air flow.

Moved by Mrs. Mason:

That the officials obtain a firm estimate for air conditioning Lloyd George and Dr. J. Edgar Davey Schools.

Responding to Mrs. Bishop, Mr. Orlando indicated that the problem relative to coils in the seminar room at Ryerson had been resolved through maintenance cleaning and the cost relative to the finishing room would be approximately $4-5,000. He clarified that this money was not in the Repair and Maintenance Budget.

Dr. Johnston, in acknowledging efforts of the Plant Department to address air flow problems at Dr. J. Edgar Davey School, remarked that a good air system is not just necessary during the warmer weather, but year-round to facilitate effective learning. As fans simply move hot air around, he was supportive of the motion to procure firm quotations.

When time lines and funding were queried by Mrs. Lowe, Mrs. Mason indicated it was her expectation that this work would occur next Spring, if approved. Mr. Orlando agreed that funds would have to be provided in the 1993 budget. He cautioned that the situation at Dr. J. Edgar Davey School is similar to that of Hillsdale School, wherein installation of air conditioning is not the only problem to be addressed. Conversion of this building from an open concept to providing standard classrooms (including mechanical and electrical changes), is estimated to cost $950,000.

When Mr. Stewart recalled that the intent was to use the money allocated for the Adelaide Hoodless facility to address air quality, and therefore money was in the budget, Mrs. Hill stated these figures related to the 1993 budget.

Mr. Mulholland remarked that until Accommodation projects had been considered in the Proforma Budget, there were no definite amounts of money for projects. He was in agreement with renovating Dr. J. Edgar Davey in conjunction with air quality work the same as what is being done at Hillsdale School.

Ms. Orban felt that air conditioning would not resolve the problem and asked that information be brought back about the cause of air quality problems.

Moved in amendment by Ms. Orban:

That this report include information whether the air quality issue would be addressed by air conditioning as well as including figures to improve the air circulation within these schools.

Mrs. Hill noted that two different directions were being considered, air temperature control through air conditioning and closed classes with improved ventilation.

Miss Cunningham stated that if there is a lack of oxygen in the school, she would like to be advised of the cause, i.e. faulty circulation of air. She was not convinced air conditioning would correct air quality problems and observed that poor outside air quality must be factored into any decisions or Board expenditure. She was supportive of any information to assist in making decisions to correct this situation.

Mr. Orlando remarked that oxygen and carbon dioxide levels have been checked and were normal. He could not justify the testing expense for the many other contaminants affecting air quality. Data on temperatures is obtainable and could be addressed through air conditioning.

In response to Mr. Korz' question, Mrs. Hill believed that Ms. Orban's amendment referred to a similar scenario to renovations being undertaken at Hillsdale School to convert to permanent classrooms and improve air circulation. Mr. Korz suggested that separate estimates be obtained.

When Mr. Allen suggested that the focus of the motion was too narrow and that air quality of all schools should be considered, Mrs. Mason indicated she had chosen the two schools as these had particularly bad situations.

Mr. Honeybun, Staff Assistant - Mechanical, responding to questions, advised that there is "no reasonably priced form of filtration" that could be added to existing equipment at Dr. J. Edgar Davey School.

When Mr. Stewart asked for the rationale in air conditioning new schools, Mrs. Hill commented that she had allowed the discussion to deviate away from air quality and air conditioning to the concern about temperatures and air flow in all of the schools. She suggested that officials bring back more information prior to a decision on these schools.

Mr. Hicks then proposed this issue be addressed through the Accommodation Report and it was

Moved by Mr. Hicks:

That the issue of air quality in all schools throughout the system be referred to the officials to be considered in the 1994 Accommodation Report.

The motion to refer was put to a vote and **LOST.**
The amendment was put to a vote and **CARRIED.**
The motion as amended was put to a vote and **CARRIED.**

When time lines were queried, Mrs. Mason remarked on her expectation that a report would come back as soon as possible. Mr. Orlando cautioned that an in-house estimate could be provided in the Fall based on the discussion, but that a firm price estimate would involve design work and entail costs.

Moved by Mrs. Bishop:

That necessary funds to a maximum of $5,000 be made available within the 1992 budget to address the air quality in the finishing room at Ryerson School.

Mrs. Bishop indicated that she hoped this could be addressed within the present budget.

It was explained that the air quality problem resulted from the use of aerosol cans in the finishing room at Ryerson School and elimination of that product would result in a less severe problem, but not solve it. While such projects are undertaken by other middle schools, Mr. Orlando was unaware of similar problems elsewhere. Mr. Honeybun added that the problem has been compounded by the different types of solvents available and the Occupational Health and Safety Act.

The motion was put to vote and **CARRIED.**

It was agreed:

That the verbal report on Air Quality be received for information.

Sited-Based Management - Requested by Trustee Cunningham

In the belief that it was important for the Board to address and clarify the issue of site-based management, Miss Cunningham requested the Director to bring a model or plan for site-based management to the September meeting of this Committee. Besides a definition of rules, she considered it important that topics raised at a workshop of trustees and staff be addressed as well as other areas such as: the need for site-based management, how and where it will occur and the future structure of the Board. In view of the changes being implemented relative to the budget, she considered it imperative that issues relative to site-based management be considered and finalized by the trustees.

NEW BUSINESS: Recommendations of the Director of Education

Moved by Mr. Allen:

That the names of those texts, as distributed, be approved for use in the schools and be added to the lists of texts previously approved by the Board of Education for the City of Hamilton.

Miss Bond confirmed that some of these texts may be housed in libraries as reference material as well as some for classroom instruction.

Stating it was the intent of some of the community members to ask trustees to look at the Impressions Series texts, Mrs. Rodgerson suggested that a decision on the purchase of "Cross the Golden River" may be premature.

Moved by Mrs. Rodgerson:

That purchase of the Impressions Series' book entitled "Cross the Golden River" be deferred.

After Miss Cunningham clarified that such notification about a presentation has not yet been received, Mr. Allen spoke strongly in opposition to this motion as being the first step to censorship. He stated that a vocal minority was targeting certain books and authors on the basis they were insensitive to certain elements of society while overlooking the fact that such books are a reflection of behaviour and language appropriate to that time period.

Mrs. Rodgerson stressed she was not in favour of censorship, but had a concern about purchasing a document before trustees had an opportunity to address the issue.

While appreciative of Mrs. Rodgerson's concern, Miss Cunningham stated that these books are used by teachers to supplement curriculum. If there is a problem, she agreed it should be addressed properly to avoid innuendo, however, she did not support removal of this book from the text list.

The motion to defer was put to a vote and **LOST.**
The motion was put to a vote and **CARRIED.**

Presentation by Mother Goose Co-operative Pre-school Inc.

Mrs. Liza Sheard reviewed the Pre-school's presentation, stressing their long and co-operative history with the Board. She stated that the proposed rental increase would likely result in the cessation of the school and suggested that the methodology used to determine the increase may not be appropriate. In particular, she questioned the assessment of an "administration cost" in the amount of $55,000 when these services are not utilized by the Pre-school.

Moved by Canon Rogers:

That the presentation by Mother Goose Co-operative Pre-school Inc. re rental rates of school facilities be received for information and referred to the officials for a report.

Mrs. Bishop reviewed the Pre-School's sources of income with Mrs. Sheard.

The motion was put to a vote and **CARRIED.** Mrs. Hill thanked Mrs. Sheard for her presentation.

Request from City of Hamilton re Gourley Park Development/ James MacDonald School

Mr. Hicks utilized large schematic maps to demonstrate the parkland area and school property to be affected by a proposal to install tennis courts, a playground and pathways in the Gourley Park neighbourhood. He noted the majority of the structure is on Board property. Referring to the Board's previous collaboration with the City to develop parkland in close proximity to a school, Mr. Hicks reviewed the meetings he and Trustee Rodgerson attended with the community and City officials to establish this proposal, which is now being brought to trustees tonight.

He acknowledged that, relative to the Accommodation Report, there was a concern about a recommendation to add to James Macdonald School, however, Mr. Hicks was asking trustees to accept in principle the proposal. It is his intent that the Superintendent of Finance then establish a contract with the City for use of these lands, which would come back to the trustees for acceptance. Mr. Hicks noted the Principal has been involved from the beginning of this proposal.

Replying to Miss Cunningham's question about the Board's involvement in the development of this plan, Mr. Hicks replied no officials have been involved, however he had advised Mr. Orlando about the proposal prior to this evening.

While appreciative of the inclusion of the community in the development plans, Miss Cunningham expressed reservations that the Board had not been involved throughout the process. She relies on the officials to protect the Board's interest and did not like being put in the position of "bad guy" should the plan be turned down. She asked that officials consider the proposal and return with possible ramifications.

Mr. Hicks maintained that other projects had been developed in a similar fashion with the community before being taken to the "agencies" for approval.

Moved by Dr. Johnston:

That this Committee continue to sit past 23:00 hours.
CARRIED.

As the Board's representatives on the Parks and Recreation Committee, Trustees Johnston and Hill indicated they were unaware of this development proposal. Dr. Johnston opposed a motion to approve in principle rather than a motion to refer to the officials, as has been the past practice. He felt this procedure was important, especially in view of the differences in the maps.

Mrs. Rodgerson recalled the original scepticism of the neighbourhood about this proposal. Sensing the desire of trustees to refer this to the officials, she queried if a report could be brought back by the end of June; however, Mr. Rielly was reluctant to make such a commitment in light of the contract, legal and accommodation issues involved.

While Mr. Mulholland was supportive of Mr. Hick's direction, Mrs. Lowe echoed concerns of the lack of input from Board officials.

Moved by Mrs. Lowe:

That the City of Hamilton's request re tennis courts in the Gourley Park Development/James MacDonald School be referred to the officials for a report.

Mr. Hicks believed there was some confusion about the use of the words "in principle" and stated he would agree with it being referred. His intent was to have the officials examine this proposal, but he was upset with trustees misunderstanding the process involved. He reiterated that Mr. Firth-Eagland of the City, works with the community on development of City lands, and involves the local trustees in the planning stage. At some point, the plan must be brought to the Board to determine viability. This was the stage the process had reached.

Dr. Johnston suggested that all trustees want officials to examine the plan, but were having difficulty with the wording "approve in principle". Trustees were reluctant to give such approval without guidance from the officials, similar to the recent request regarding Chedoke pool.

Mr. Hicks remarked that his definition of "in principle" is a co-operative, collaborative model, and that officials should examine the proposal even if it is not accepted in principle.

In view of the reservations expressed by trustees, Mr. Mulholland suggested that he and Mrs. Hill invite an official to accompany them to discuss a proposed development at Woodward School. Mrs. Hill agreed.

The motion to refer was put to a vote and **CARRIED.**

Interim Financial Status Report, 1992 04 30

Ms. Polidori, Manager, Financial Services presented the report.

Moved by Mrs. Lowe:

That the Interim Financial Status Report for the four month period ending 1992 04 30 be received for information. **CARRIED.**

Modified Adult Basic Education

Miss Bond presented the report suggesting that the program be thoroughly reviewed, as there is potential for a request to expand this program.

Citing the lack of programs in the community, Mrs. Bishop asked that officials discuss these services with the Association for Community Living.

Moved by Mrs. Bishop:

That the Board meet with officials of the Association for Community Living concerning educational services for adults who are developmentally delayed and a report be brought back to this Board by June, 1993.

Following a brief discussions, Mrs. Bishop agreed to withdraw her motion and asked that there be a meeting with this Association relative to clause d).

Withdrawal of the motion was put to a vote and **CARRIED.**

Moved by Mrs. Bishop:

That the following recommendations within the Report re Modified Adult Basic Education be approved:

a) That the attached report be received for information only.

b) That the Modified Adult Basic Education class continue as presently organized for the 1992-93 year.

c) That no additional students be accepted for 1992-93.

d) That a report outlining the future direction of this program be presented to the Trustees early in 1993.

Dr. Johnston requested the recommendations be voted on separately.

It was clarified for Mrs. Bishop, that officials would like to meet with agencies in addition to her request.

Recommendation a) was put to a vote and **CARRIED.**
Recommendation b) was put to a vote and **CARRIED.**

Referring to the report to be presented to trustees early in 1993, it was

Moved in amendment by Dr. Johnston:

That no additional students be accepted for 1992-93 pending receipt of the report in Recommendation d).

Recommendation c), as amended, was put to a vote and **CARRIED.**

Recommendation d) was put to a vote and **CARRIED.**

Noting the lateness of the hour, Mrs. Hill reviewed the outstanding agenda items to be discussed. Mr. Hicks asked that his item re Budget Review be removed from the agenda. Ms. Orban asked that the item on ultra-violet light be referred to the next meeting. Mr. Allen asked that the Community school issue be addressed this evening.

Section 27 Programs, Salvation Army - Calvert House

Ms. Bond presented the report.

Moved by Mr. Mulholland:

That, subject to approved funding by the Ministry of Education, effective 1992 09 01, an educational program be provided at Calvert House (Salvation Army - Phase II Open Custody), at no cost to the Board. **CARRIED.**

Transportation - Chedoke Middle School - Requested by Trustee Hicks

Mr. Hicks stated Chedoke community concerns about double runs and changes in the Transportation Policy distances for middle students from 1.6 to 2.4k. In particular he spoke of parents' apprehensions with the cancellation of three buses and altered bus routes as a result of "tightening up". He referred briefly to a breakdown in communication stating that parents are only now being advised of the policy change approved in June, 1991 for implementation in September, 1992. Mr. Hicks recalled the rationale for implementing this change due to Ministry transportation cutbacks of approximately $500,000. Mr. Hicks requested an opportunity for parents to make a presentation on their safety concerns relative to the changes in transportation. Given the short time lines and the need to address this critical issue, it was

Moved by Mr. Hicks:

That a special meeting of the Operations Management Committee be convened on 1992 06 30 to provide the opportunity for community presentations relative to the implementation of the changes to the Board's Transportation Policy.

He recalled a meeting of parents from the Gurnett area, and Mountview and Seneca Schools, in which parents attempted to provide helpful solutions. He considered the meeting was positive and that it facilitated sharing of information. In concluding he thanked the community for their patience this evening.

As Chairman of the Transportation meeting, Mrs. Lowe fully supported Mr. Hicks' motion but felt badly that she and all trustees had not been made aware of the meeting with parents. Although she believed this Board's decision to be particularly lenient in comparison to surrounding Boards and Ministry's regulations, she agreed that this issue should be discussed on 1992 06 30. She was, however, concerned that the process of referring presentations to the officials would be eliminated.

Ms. Orban presented a petition of 214 signatures relative to transportation cutbacks on the central mountain. Despite efforts to be cost efficient in view of provincial funding reductions, she believed children to be 'our most precious commodity' and felt their safety was of paramount concern.

When Mr. Allen spoke of the possibility of a coalition of parents from the community making a joint presentation, Mr. Hicks remarked it was his understanding that members of a special committee within the west mountain will be contacting other areas in an attempt to form a single committee to communicate and share concerns. It was his personal hope that individual trustees with a heavy bussing component in their ward, would also initiate communication of information.

Noting the presence of the media, Mr. Allen suggested that a newspaper article would quickly relay information to the community.

Echoing Mrs. Lowe's concern about the normal practice of referring presentations to the officials, Dr. Johnston suggested officials come prepared to the 1992 06 30 meeting with information to assist trustees in making a decision, i.e. cost of busing may be less than the cost of providing crossing guards, safety and financial implications and other considerations.

When Mr. Stewart raised a concern relating to a very long Personnel & Organization Committee meeting also scheduled for the 1992 06 30, it was agreed that the Special Operations Management Committee meeting be held on Monday, 1992 06 29.

Noting that the ten-day notification rule for public presentations results in a deadline of 1992 06 19, Mr. Stewart suggested that the Director use his discretion regarding submissions and "relax the rules".

Miss Cunningham pointed out that the safety of all students, including those who walk everyday, is important. In response to her questions, Ms. Wilson, Transportation Officer, advised that system-wide, five buses were being eliminated due to the policy change. In addition, students being taxied or transported by vans would be affected and some students will no longer qualify for bus tickets. All these measures equate to $500,000 on an annual basis.

Miss Cunningham expressed grave concern about dealing with this situation at the eleventh hour because of the breakdown in communication. She wanted to know where the breakdown occurred as she believed the public should have been made aware of policy changes much earlier in order to allow the Board the opportunity to explain the ramifications. Emphasizing that the Board has worked conscientiously to make these changes in an effort to be fiscally responsible, she did not want "dollars to be equated to the safety of students", as transportation was

only one part of the budget process.

Responding to the issue of communication, Mr. Stockwell reported that schools were apprised of the policy change last September and worked in conjunction with the Transportation Department staff on changes and implications with respect to bus routes. A tentative plan was completed and brought to the Superintendents of Schools in January, and distributed to Principals to communicate concerns or revisions to Ms. Wilson. Following the approval of the budget, this process was completed and Mr. Stockwell issued a letter for distribution to parents through the schools via the Superintendents of Schools outlining the changes in the Transportation Policy and the ramifications.

Mr. Hicks also verified with Ms. Wilson that approximately 80% of the bus routes have been altered. He remarked that this was one aspect of the reduced funding that would affect a large number of people.

As Chairman, Mrs. Hill had two concerns. One was safety, and the other related to why only the Board was being asked to be responsible for the safety of the children by the public. She questioned the responsibilities of Aldermen and the Police Department in creating a safe environment.

The motion to meet 1992 06 29 was put to vote and **CARRIED.**

Citing the changed time lines, Dr. Johnston emphasized that trustees have the opportunity to review these submissions prior to the 1992 06 29 meeting.

Miss Cunningham stressed the need for the officials to bring information about costs, implications and ramifications for all the changes.

Mr. Hicks hoped that the discussion would concentrate on an overall policy change rather than an individual area.

Policy - School Awareness re Ultra-violet Radiation - Requested by Trustee Orban

When Ms. Orban was advised that this item could not be referred to the 1992 06 29 meeting, Ms. Orban expressed her appreciation to Mr. Stockwell and Mr. Urie, Co-ordinator, Occupational Health and Safety, for their assistance and asked Mr. Stockwell to comment.

Mr. Stockwell advised that, at Ms. Orban's request, a package of material will be forwarded to the schools by next Thursday, addressing concerns about ultra-violet radiation. Principals are being asked to a) alert students to the dangers of ultra-violet radiation, b) encourage teachers to incorporate these issues into curriculum where appropriate and c) send information home to parents.

ELEMENTARY/SECONDARY

BUSINESS ARISING OUT OF THE MINUTES:

Review of Delta Program

Members agreed to move the Delta Report forward.

Mrs. Hill called upon Mrs. Nicholls, Mr. M. Kilby (Principal, Delta), Mr. A. MacFarlane (Department Head - Science) and Mrs. S. Marshall (Administrative Assistant). Ms. Gloria Brock of the Ministry was unable to be present due to other commitments and her report will be made to the trustees at a later date.

Mrs. Nicholls briefly referred to the history of this pilot project, which incorporates three levels of learning (basic, general and advanced) and a destreamed Grade 9 program. Out of 68 such projects throughout Ontario, Delta's focused on development of curriculum, staff development and school organization to implement Grade 9 destreaming. She and Mr. Kilby credited the success of this program to the hard work of the teachers, supported by the Curriculum Department, administration and Ms. Brock from the Ministry.

Mr. Kilby reviewed the statistics contained in the report while Mr. MacFarlane reviewed the process to adapt Science curriculum for this program. Mrs. Marshall then presented the section of the report relative to the operation of the cafeteria and catering service, estimating a 1992 12 31 profit of $550.

Noting this pilot project, which was an attempt to address the issue of the drop-out rate, emanated from the Radwanski Report, Mr. Mulholland raised many concerns about the Delta Project. These included the high drop out rate of 19.6% and the additional resources made available to Delta that are not available to other composite secondary schools. His major concern related to the definition of destreaming and the limitations imposed on the number of students accepted at Delta. He felt this program was not really destreaming but integration of only a limited number of the more capable vocational students up to a maximum of 25% of the total Delta student population. He referred to a document which eliminates acceptance of students who are not print literate with rotary experience, in Special Education classes or those functioning below Grade 5. He believed this was an "elitist" program which only accepted those students capable of fitting into the model. In conclusion, Mr. Mulholland argued that the Board could not afford to incorporate this very costly program into all our secondary schools.

Replying to Mr. Mulholland's query about expansion of this program, Mrs. Nicholls stated the Board is currently waiting for further direction from the Ministry. It was her understanding that the Ministry had hoped to initiate destreaming of Grade 9 in 1993, but she could not provide further information.

When Mr. Mulholland queried the cost to implement this model at Delta, Mrs. Nicholls responded that it has not been Board practice to cost out administrative or resource costs on a per program basis. Relative to Mr. Mulholland's comments about Delta receiving extra resources, Mrs. Nicholls recalled that it had been recognized that a composite school could not function with three levels or in terms of the increased population when a vocational school is combined with a composite school.

Mr. Mulholland argued that the Board did not combine a vocational school into Delta, but only some of the basic level students to a maximum of 25%. He queried similar statements in a Ministry document indicating the vocational school had been closed when students went to Delta. He also argued that as many of these vocational students transferred to other vocational schools, those schools should also have received additional resources.

Mr. Kilby clarified that the decision to limit the number of basic level students to 25% of the total Delta population was based on the experience at Sir John A. Macdonald Secondary School relative to the English as a Second Language program. Further, he stressed that the Admission Sheet is used as a guideline and that students with Level 2 reading have been accepted into the program. He felt that Parkview and Delta co-operate to provide students with the best opportunity. Relative to statements about the expense of the program and additional resources, Mr. Kilby maintained that only the Guidance ratio increased and that he believed the program would effect a savings.

Mr. Mulholland reiterated concerns that only the best vocational students were chosen for the program, that integration was not on a 'first come-first served' basis. He agreed that if all the vocational students had been integrated, the teachers would have been overwhelmed. He also pointed out relative to costing that Delta lost ten discretionary lines last year due to this pilot and he could not justify the expense to expand the program.

Mrs. Bishop was pleased that the Board is taking risks to meet the needs of students and it was

Moved by Mrs. Bishop:

That the report on the "Delta Secondary School Project" for an integrated model of program delivery be received for information.

Mrs. Bishop was advised the Cafeteria Revenue includes revenue from both catering and the operation of the cafeteria during school hours on an approximate 65/35 percentage split. Mr. Morgan, Food Services Teacher, stated that higher prices are also charged to the community.

Recalling her earlier requests for a report on the Cafeteria operations at Delta, Mrs. Bishop observed that this program is receiving revenue and seems to be covering costs of food involved, but does not appear to cover other costs associated with the program, i.e. cook's salary and utilities. She also recalled a suggestion that meals should have 10% added to the cost of food. As a review of cafeteria services in vocational schools will be undertaken this year, she indicated that she would move Delta's inclusion in that review following consideration of the motion under debate.

Referring to phrases used throughout pages 48 - 50, Mrs. Rodgerson commented on the similarity of the concepts with the Westmount program. She questioned whether students could complete a course in the next semester and was advised that this is not done due to the course material.

Mr. Darby commended the staff for their work on the pilot project and the excellent report, noting his one concern with destreaming is that it requires smaller classes.

The motion was put to a vote and **CARRIED.**

Mrs. Hill extended thanks to the presenters.

Moved by Mrs. Bishop:

That a study of Delta Secondary School's cafeteria services be added to the existing review of vocational food services, and a report be brought back to this Board before June, 1993.

Mr. Hicks added that trustees had intended that some of the capital money spent on equipment should be recovered in profit from the sale of the food.

The motion was put to a vote and **CARRIED.**

Middle School Review

Noting that Mr. Clark, Special Assignment, Middle School, had been sent home in the belief a quorum was no longer present to complete discussion under Elementary/Secondary, Mrs. Hill apologized. Ms. Bond indicated her preference that Mr. Clark present this report at another meeting.

NEW BUSINESS:
Request from North Central Community School Association and Doors of Friendship re Summer School Project

Mr. Rielly reviewed the request from the Community Schools to hire one Community Social Worker for the Summer School Program, stating no money had been allocated in the budget.

Moved by Mr. Allen:

That a one-time allocation of $4,900 be made available to extend the employment of the Community School Worker at the North Central Community School Association (Robert Land School) and the Doors of Friendship (Parkdale School) for an additional six weeks, commencing 1992 07 02.

Mr. Allen provided information in response to several questions before Ms. Orban called the question.

The question was put to a vote and **CARRIED.**
The motion was put to a vote and **CARRIED.**

Read and confirmed,

.....
Chairman

cv

MINUTES OF THE
SPECIAL MEETING OF THE OPERATIONS MANAGEMENT COMMITTEE
1992 06 29

Present: Trustees S. Hill, Chairman; Allen, Darby, Desmarais, Lowe, Rogers and Cunningham.

Also Present: Trustees Bishop, Hicks, Johnston, Korz, Mason, Orban, Rodgerson, Stewart and Wilson.

Officials Present:
K. Rielly, Director of Education and Secretary
A. Stockwell, Associate Director of Education
P. Shewfelt, Superintendent of Finance and Treasurer
E. Bond, Superintendent of Program
M. Quinn, Superintendent of Schools - Area 1
P. Gillie, Superintendent of Schools - Area 4
G. Rutledge, Controller
S. Rogers, Assistant to the Secretary

Mrs. Hill called the meeting to order, noting regrets were received from Ms. Patenaude.

Prior to the presentations, Mr. Allen clarified the normal procedure with the Chairman, which is to refer presentations to the officials for a report the following month or, with a two-third's majority vote, deal with them tonight.

GENERAL

BUSINESS ARISING OUT OF THE MINUTES:

1. Transportation Policy

a) Presentations regarding the changes to the Transportation Policy

i) Cathey Tweedle - Chedoke Middle School

Following the presentation by Ms. Tweedle, Mr. Allen asked for information about the time of day the assaults took place, however, Ms. Tweedle was unable to provide these details.

ii) Eva Crevier - Prince Philip School

In response to questions from Mrs. Bishop, Ms. Crevier stated that the railway line is not the main concern, but the lack of housing along the routes travelled to school by these students.

iii) Ms. Vicki Woodcox and Mr. Stewart Rankin - Chedoke Middle School and Feeder Schools of Mountview, Holbrook, Seneca and Gordon Price

Mr. Hicks indicated that some of the questions raised by the presentation could be addressed by information provided by the officials and that he would possibly like to come back to the presenters following the discussion of pages 5 to 10.

iv) Mr. Jim Borkosky - Thornbrae/Burkholder area

During his presentation, Mr. Borkosky highlighted the key points contained within the 46-page document. He made available the completed petition of 606 signatures of which the first 214 signatures had been received at the 1992 06 09 meeting of the Operations Management Committee.

Referring to concerns raised by this presentation such as the timing of walk signals, lack of sidewalks and crossing guards, Miss Cunningham noted these issues were the jurisdiction of the City. Relative to the statistics regarding assaults on page 39 and citing her courtroom experience, Miss Cunningham remarked that many of these assault figures could be attributed to abuse of children by their own parents.

Mrs. Lowe clarified that the signatures contained within the petition for the most part were from concerned people in that particular community.

v) Ms. Mary Gazda and Ms. Donna Higson - Prince Philip School
Mr. Korz questioned the Prince Philip situation as the 1.6 to 2.4 kilometre distance change affected middle school students and this is a JK-5 school population. As this was not a question relative to the presentation, Mrs. Hill suggested he reiterate his concern later to the officials.

Ms. Higson confirmed that the Principal had advised the parents that transportation was being discontinued because the children resided less than 1.6 kilometres from the school.

When Mr. Hicks stated it was his understanding that the policy change affected middle school students, Miss S. Wilson, Transportation Officer, explained that in addition to the change in the middle school distance from 1.6 to 2.4 kilometres, "tightening up" of the Policy to the 1.6 kilometres had resulted in these elementary students being denied transportation.

Considering the "tightening up" of the policy and the middle school distance change to be two different issues, Mr. Hicks noted that this meeting was specifically called to deal with changes to the middle school distance. He did not believe that the public understood and differentiated between these two issues.

Mrs. Bishop concluded the discussion, pointing out that transportation of these students was a concession made by the Board at the time of the closure of Binkley School. She recalled drawing attention to the impact of the proposed changes on these concessions when the policy was under revision.

vi) Ms. Margaret Laberto and Ms. Kathry Andronico - Lawfield Middle School
Mesdames Laberto and Andronico utilized a video during their presentation.

Expressing his appreciation of the video, Mr. Korz clarified with Ms. Andronico that a roadway around the Expressway location on Upper Gage Avenue was planned during construction. She noted, however, that the City's intent is to construct this roadway on the opposite side of the street from the sidewalk.

At the conclusion of the presentations, Mrs. Hill thanked all of the presenters for their information.

It was agreed:

That the Community Presentations be received for information.

b) Letters re Discontinuance of School Bus Service
Moved by Ms. Orban:

That, with the exception of Alderman Henry Merling's letter, the Letters from the Community regarding the discontinuation of school bus service be received for information.

Following the reading of Mr. Merling's letter, Ms. Orban advised that she understood a request would be made regarding student traffic control devices at the 1992 07 20 meeting of the Transportation and Environment Committee. She suggested that some of the other concerns raised by the community could be addressed at the same time.

Mrs. Mason considered Mr. Merling's letter a positive indication that he would look very seriously into solving some of these problems i.e., lights, crossing guards, sidewalks.

Expressing disappointment that the representatives from City Hall had departed, Mr. Hicks then questioned the anticipated increase in the number of crossing guards for September and their cost.

Miss S. Wilson, noting the change in the City's Policy goes to their Committee tonight, advised that three additional guards have been requested. It was estimated that the salary for a crossing guard was approximately $7,000 per year.

Mr. Hicks then emphasized the need for the Board and City to be "in sync" relative to overall costs to the taxpayer.

The motion was put to a vote and **CARRIED.**

It was agreed:

That the letter from Alderman Merling be received for information.

Information from Officials Relative to Changes Resulting from the Revised Transportation Policy

In reply to Mr. Hicks' questions, Mrs. Lowe advised that 427 students are affected by the changes on page 7 for a total savings of $502,900. Of the 427 students, 402 were bus reductions and 25 van/taxi students.

When Mr. Hicks attempted to clarify whether $140,000 affects 400 students, Mrs. Hill reiterated that the totals were 427 and $502,900 and resulted from the distance factor and tightening up.

Upon advising he was solely concerned with students affected by the 1.6 to 2.4 kilometre policy change, Miss S. Wilson indicated to Mr. Hicks that boxes 1 - 3 - 5 and 6 on page 7 related specifically to distance, while boxes 2 and 4 related to "tightening up".

From a budget viewpoint, Mr. Hicks noted that of the $502,000, approximately $200,000 relates to the 1.6 to 2.4 kilometre policy change. He had concerns that some of this tightening up could have been effected at the same cost by the principals if given the opportunity. Citing comments made by Mrs. Bishop about a special concession at Prince Philip School, Mr. Hicks emphasized that this matter should be dealt with at a different time. Further, Mr. Hicks noted the following: a) 40 of the 47 affected bus routes are on the mountain, b) the layout of new surveys, c) the change in Ministry grants and change from JK-8 to middle schools and d) the physical changes to areas due to the construction of the Expressway.

In response to Miss S. Wilson's explanation about the last paragraph on page 6, Mr. Hicks noted that some flexibility still exists within the policy. He asked that the Expressway construction at Upper Paradise be reviewed again during August and Miss S. Wilson responded that she was in close contact with the City about the Expressway and had been assured that the construction at Upper Paradise Road would be completed prior to 1992 09 01.

In response to Mr. Hicks' concern that some parents only received notification of the change in transportation on the last day of school, Mr. Stockwell outlined the process by which schools were advised of the transportation changes. Noting he had issued a letter on 1992 04 28, Mr. Stockwell was unable to account for such a delay.

Given the seriousness of the situation, Mr. Hicks suggested that in making major policy changes, two or three month's "lead time" be included to allow an opportunity for community input before a decision is implemented.

At this point Miss Cunningham read two directives from the Ministry relative to transportation. She wished the community to be apprised of the Ministry's reduction in transportation funding and she thought pressure should be brought to bear on the politicians in Toronto, particularly in view of further anticipated funding cuts in the coming year.

Mrs. Lowe suggested that trustees should first decide their intent to either discuss tonight or refer this item. Mrs. Hill agreed, indicating she would first permit questions dealing with the information provided by the officials.

In reply to questions from Mrs. Bishop, Miss S. Wilson advised that 369 of the 427 students are middle school students and that there are on-going discussions with the Hamilton-Wentworth Roman Catholic School Board about cost saving measures, i.e. sharing of buses. Miss Wilson further remarked that this Board has and will continue to have double runs.

When Mrs. Bishop asked if any other special concessions will be eliminated under the new policy, Miss Wilson responded that in addition to Prince Philip School students, five Holbrook students would also be affected.

Recalling conversations with Mr. Rutledge, Ms. Orban suggested the use of double run buses as a compromise in meeting the needs of the presenters at no cost to the Board.

While allowing Mr. Rutledge to affirm that there are no additional costs associated with a second run of vehicles at the present time, Mrs. Hill pointed out that debate should not be taking place prior to a vote to discuss or refer this subject.

In response to Mrs. Rodgerson's inquiry, Mr. Shewfelt advised that there were no funds in the budget that could be accessed to offset the $500,000 expenditure and further, that he doubted the legality of using Capital Reserves' funds for such a purpose.

Noting Mr. Rutledge's qualifying words "at the present time", Miss Cunningham asked if there was an expectation the carriers would charge for double runs.

Dependent upon the extent of the double runs and the length of time involved, Mr. Rutledge acknowledged this possibility. He clarified that the rate charged per day is for a certain length of time and the Board could be charged for the extra time. However, he admitted that he had no indication from the carrier at the present time.

When Ms. Orban suggested that the Board consider other carriers if there were additional charges for double runs, Mr. Korz remarked his belief that officials would have already considered this possibility and the implications arising from double runs.

Mr. Hicks was advised that double runs are currently in place at Chedoke and Lawfield Schools.

In reference to Miss Cunningham's quotation of directives from the Ministry, Mr. Hicks stated that as Government transportation funding would continue to decrease, it was important for the Board to work in a collaborative model with the community on this issue.

It was agreed:

That the Information from the officials relative to changes resulting from the revised Transportation Policy be received for information.

Ms. H. Wilson commended the presenters on their reports, thanking them for their interest and concern. As a trustee, she considered it her responsibility to make rational decisions. Citing the overriding concern for the safety of children, she agreed that the Board had a shared responsibility with the Police, City and parents in this matter.

When Ms. H. Wilson attempted to place a motion on the floor to negate the proposed changes in the policy, the Chairman ruled her out of order, indicating the requirement for a motion first refer this issue to the Officials or a two-third's majority vote to discuss this tonight.

Moved by Ms. Wilson:

That the presentations be dealt with tonight. **CARRIED.**
The required two-third's majority was received.

Moved by Ms. Wilson:

That the previous busing policy be reinstated for September, 1992 and a Committee be set up in the Fall to study alternative solutions, composed of City officials, parents, trustees and administrative representatives.

Several trustees indicated their agreement with the need to consider other alternatives and obtain additional information from the Hamilton-Wentworth Roman Catholic Separate School Board and other agencies which might be able to help us.

Mrs. Lowe stated her appreciation for the officials' concise information. Placing this matter into perspective, she commented that every day 26,180 elementary students attend our schools. Thirteen percent or 3,414 students are transported, of which 427 or 1.6% of the elementary population is affected by this policy change. If the parents are equating busing to safety, she questioned the logic that the extra one-half mile is dangerous when 22,766 JK to Grade 8 pupils walk up to a mile to school every day. She remarked that the Board of Education cannot ensure the safety of any child "on or off the bus". In referring to figures provided by the officials, Mrs. Lowe noted that both the Wentworth and Halton Boards have younger children walking greater distances and it was her belief that the Policy change was modest in comparison to other Boards.

Mrs. Lowe expressed remorse about the late communication of this policy change. Although aware that the Board had been accused of being mindless about safety, she remarked that of the many cuts made during Budget deliberations, busing was a small portion. Highlighting the shortfall between the $502,000 and the Government reduction of $546,000, she warned that a further 10% reduction would occur next year.

Mrs. Lowe briefly alluded to a society "accustomed to having everything" and the reality of the present, including job loss, debt and Governments running out of money, that will lead to tough political decisions at every level of government. In closing, she quoted a Community Services Officer with the Hamilton Wentworth Police Department in a 1992 06 22 Spectator article about the false security of placing children in a shell (bus).

Totally supportive of Mrs. Lowe's comments, Miss Cunningham agreed that the Board would like to be everything to everyone, but the Board can no longer go to the taxpayer for more money. Stressing the unemployment situation in Hamilton and the number of taxpayers on fixed incomes, she supported a collaborative meeting. Stating that trustees were concerned for the safety and well-being of all students, not just these 427, she suggested that such a meeting be comprised of Alderman Merling of the Transportation and Environment Committee (City Hall), Hamilton Safety Council, Hamilton-Wentworth Police Dept, Block Parent Association, the Hamilton Street Railway, the Home and School Association and School Principals.

Miss Cunningham suggested that representatives of the Ministry of Education should be brought here and made aware of the budget impacts on the community, transportation being one small area. She warned that the Ministry of Education is making changes that are annihilating education from within, before stating she would not support the motion.

Acknowledging the presentations were well-researched, Mrs. Bishop felt the community was justifiably angry about the short notice they received regarding this policy change. Citing the country's poor safety record, she was supportive of working in a collaborative mode with agencies as suggested by Miss Cunningham. In particular, Mrs. Bishop was eager to involve the Transportation and Environment Committee represented by Mr.

Merling. Noting there will be continued reduction in transportation grants, Mrs. Bishop suggested other areas for reduction will have to be considered, including Educational Assistants and the Junior Kindergarten program. She expressed concerns about the delivery of education and had difficulty in placing the $500,000 back into the budget for a 'community issue'.

Mr. Allen requested that the motion be divided so that the issues of policy change and establishment of a committee could be voted on separately. In accord with previous speakers' comments, Mr. Allen stated that he will vote on the motion from a budgetary viewpoint, although he was supportive of the second part of the motion.

Mrs. Rodgerson expressed reservation about the funding for any revision to the Policy, echoing concerns stated by Miss Cunningham and others about a reduced tax base and unemployment. Further, as busing of children is not a user-pay program, any increase in taxes affects all taxpayers. She questioned the rationale of distance to establish safety for those students not on the bus. Recognizing that Miss Wilson is pursuing alternatives such as double busing and shared buses, Mrs. Rodgerson recommended the use of the Hamilton Street Railway (HSR). Referring to maps she made available in trustees' lockers, she suggested using the Garth Street bus and the City bus route that travels from the Magnolia area to the Chedoke School area. She considered this a flexible system that could be utilized. As a trustee, Mrs. Rodgerson was supportive of a return to the JK-8 system and cautioned that the Board may be in a worse situation next year due to further reductions in funding. Believing trustees have to be accountable to all taxpayers, she also suggested the possibility of cutting non-mandated programs such as Junior Kindergarten and the Lunchroom program. She concluded her remarks by stating her support for establishing a Committee, but not the return to previous distances.

Detailing the many dangers to children walking to school in the lower city wards, Dr. Johnston considered this issue to be a parental responsibility and not solely that of the Board. While ready to support the second part of this motion through concepts such as double busing, he expressed concern about reduction of programs that would impact negatively on students.

Referring to Mrs. Lowe's comments, Canon Rogers spoke of their impact on his voting decision. In view of the severe economic restraints faced by the Board, he supported the second part of the motion to review the ideas suggested, while noting that user fees are not such a good idea because of the loss of grants. He suggested that these alternatives be considered during the next budget deliberations.

Observing that there are people in the community who would suggest that school buses should not exist, Mr. Korz commented that students who live within any boundary that is set will always have to walk to school. He added that some information suggested to him that difficulties experienced with strangers happen close to schools. As with other trustees, Mr. Korz did not support the first section of the motion, but considered the second part as prudent.

Apologizing for his lateness, Mr. Darby reiterated comments relative to budgetary and Provincial funding cuts and the negative impact on property taxes. Mr. Darby opposed the motion from a budget stance.

As a member of the Transportation Committee, Mr. Desmarais also expressed displeasure with the lack of community awareness about the decision made last June. Relative to the second half of the motion, he questioned how alternatives could be considered and implemented for September; however, Mr. Rielly indicated that the intent of the motion is that the discussions be on-going. There was no suggestion the alternatives be in place within 60 days.

When Mr. Desmarais asked for clarification about the provision of transportation in conjunction with the closure of Binkley School, Mr. Shewfelt acknowledged that at the time of the closure, busing was provided for those students living north of Main Street. Recalling administrative problems and at least two presentations in the past from 1900 and 1920 Main Street West, Mr. Shewfelt stated they are adhering to the new policy.

Relative to a $500,000 deficit, Mr. Shewfelt stated that while not legal, it would become a matter of finding offsetting savings during the development of the budget. He assumed this would include an increase in expenditures of $500,000.

Commenting that the Wentworth County Board deferred their decision for one year to September, 1993, Mr. Hicks asked that "breathing time" be allowed for input by the community. He queried their willingness to assist the Board in this matter if the Board refused to defer implementation beyond September. He also pointed out that you cannot have double runs at 2.4 kilometres, and the Board was "tying its hands".

When Mr. Korz asked for confirmation of this statement, Miss Wilson replied that you can have double runs at 2.4 kilometres.

At 2.4 kilometres, Mr. Hicks felt there was no need to examine alternatives. He considered holding "tough" and not allowing an opportunity for discussion to be wrong, pointing to the valuable information and knowledge that the community could contribute to such discussions.

Mr. Hicks also felt this motion would be a dismal way to start a collaborative process. He suggested that a delay of three months to December would allow time for input and discussions.

Remarking on the political grandstanding that was taking place, Ms. Orban emphasized the issue concerns a resolution, particularly on the mountain, which is in an expansion mode. She asked for the opportunity to make another motion dealing with current policy should this motion be defeated and Mrs. Hill agreed with her request, dependant on the wording of the motion. Ms. Orban stated her position would be an addendum to the policy.

With reference to the comments about the Wentworth County Board, Miss Cunningham noted that they are considering alternatives for the Junior Kindergarten program to save money. In reading over the briefs, Miss Cunningham felt the main concern related to safety within the City and encouraged the establishment of a Committee with participation of the agencies she had suggested. She also apologized to the community for the delay in communicating this decision of the Board, saying she found it totally inexcusable that a Principal would send a notice home on the last day of school. However, she emphasized that the safety of these students does not rely on this $500,000 in our budget.

Mrs. Rodgerson commented that she had notified the Principal in question a week and a half before and questioned the necessity of a trustee having to do so. She then advised that the Transportation Officer had indicated to her that discussions with the H.S.R. re "linking up" with their routes would require Board authorization and she would be willing to make that motion later.

The first part of the motion dealing with the re-instatement of the previous busing policy was put to a vote and was <u>LOST.</u>

Relative to the establishment of a committee, Miss Cunningham hoped that the committee would be set up in the mountain area with the most concerns. She urged presenters and the community to be involved.

At this point, Mrs. Hill called a recess due to a prolonged outburst from the public gallery. When the meeting reconvened, Mrs. Hill reminded trustees that deliberations would

continue on the second part of the motion.

Mr. Hicks clarified the membership of the committee, asking that the presenters be included in these discussions. He also hoped there would be a representative from neighbouring School Boards involved in these discussions. Mrs. Hill indicated that she was willing to include his suggestions as a 'friendly amendment'.

Mr. Hicks then questioned that the committee's mandate would be to study alternative solutions only over the 2.4 kilometre distance and not below that. He also asked for clarification from the officials about the legality of transporting children under the 2.4 kilometre distance.

Mr. Rielly replied that the Committee would not consider students for transportation below 2.4 kilometres.

Further to the committee's mandate, Mr. Hicks added, he had a concern that informal "tightening up" procedures, such as defining safety within the 2.4 kilometres, be considered. At present, Principals, Superintendents and the Transportation Officer have responsibility for evaluating individual situations for safety and deciding whether a situation warrants transporting students under the 2.4 kilometres. He requested that the minutes reflect that the committee's mandate should include both formal and informal procedures and added that he would be monitoring it very closely.

It was clarified for Ms. Orban that the Board, not the Chairman of the Board sets the mandate for committees.

Relative to discussions about the committee's mandate, Mrs. Bishop suggested three areas:
1) general considerations of safety, i.e. length of pedestrian crossings, stop lights, routes, crossing guards, bus stops, HSR bus routes
2) specific concerns of safety (both temporary and permanent) i.e., issues as already raised, Mrs. Bishop referred to page 6 of the official's report noting there had been some interpretation of this policy and she hoped that specific concerns of safety, temporary or permanent could be discussed.
3) Draw up criteria by which to judge whether conditions are safe or unsafe, i.e. standard procedure and consultation with other groups in the community as appropriate.

Mrs. Hill verified that Mrs. Bishop's intent was to strike the words "alternative solutions" from the motion and include those three suggestions.

It was confirmed that the committee would consist of five trustees and appropriate Board personnel.

Mr. Korz questioned the scope of the mandate and its impact on the Superintendents of Schools' ability to make judgement decisions about special cases, i.e. safety. He took exception to the possibility of the committee making recommendations on an on-going process.

Mr. Rielly concurred, stating that such a process would seriously restrict efficiency of Board operations. He also added his concern about "empowering the Committee to do all things".

While Mr. Korz agreed that the Committee consider crossing guards or double runs, he questioned whether alternatives such as using H.S.R. routes was the Superintendent of Schools' or Committee's jurisdiction.

Miss Cunningham requested that the Transportation Committee deal with this issue of safety and invite people to participate. She noted concerns of the community about safety of children, i.e. traffic, crossing guards and lights, should be addressed in conjunction with

our Police Department and the City's Transportation and Environment Committee, as they are the responsibility of the City. Issues such as double runs would be for the Board to decide. Further she urged that suggestions of the community be utilized, however, she cautioned that the Committee must work within the confines of the Transportation Policy, on issues that can be addressed by the Board. She added that it would be the decision of the neighbouring School Board whether they would participate.

When Mrs. Mason expressed reservation about the wording of the motion becoming 'too specific', Mrs. Hill read the motion as follows:

That a Committee be established, inviting participation from City officials (Transportation and Environment Committee), parents (presenters and Home & School Association), and administrative representatives of other Boards, to study general and specific (temporary and permanent) concerns of safety and develop criteria to judge whether conditions are safe or unsafe.

Moved in amendment by Mrs. Rodgerson:

That this matter be referred to the Transportation Committee.

As Chairman of the Transportation Committee, Mrs. Lowe stated she would be in favour of the Transportation Committee overseeing this matter.

Responding to Mr. Hicks' request for clarification, Mrs. Hill advised that the Transportation Committee would be in a position to invite all these participants to work toward a resolution of the problems. When he expressed concern that the normal Committee arrangement would not lead to on-going dialogue with the community representatives, Mrs. Bishop pointed out that the Food Committee operated in exactly this manner with resource people and Home and School representatives at the table providing comments and input throughout the duration of the Committee.

Mr. Hicks noted the possibility of a revised membership of this Committee in December, however, Mrs. Lowe stated the committee would simply be reconstituted with the same mandate. She anticipated that invitations would be sent to the agencies mentioned to encourage their participation.

Mr. Hicks stated it would be ideal if the Committee could work in this fashion and treat community representatives as equal partners

Trustees Desmarais and Korz pointed out that community participation would be equal in terms of sharing information; however, under the Education Act, only trustees are allowed to vote.

Miss Cunningham noted the first step was to invite participation to deal with safety of children. If there is no response from these community agencies, then the responsibility rests "squarely on the shoulders of the parents".

The referral motion was put to a vote and **CARRIED.**

Moved by Ms. Orban:

That this Board implement double bus runs as an addendum to the existing Transportation Policy (June, 1991) with conditions of critical criteria at no cost to the Board, and

the Officials meet with the Hamilton-Wentworth Roman Catholic Separate School Board to investigate a joint transportation policy with regard to a shared busing policy and

that the Transportation Policy be reviewed on an annual basis to address the issue of safety in these changing and critical times.

Ms. Orban stated her motion relates to the double run buses being at no cost to the Board to address the critical issue of 1.6 to 2.4 kilometres, and the use of buses in a shared arrangement with the Separate School Board. She referred to Regulation 262 1(a) and the possibility of staggered entry times. She felt this was a compromise situation to appease the community and was not intended to undermine the Transportation Committee's mandate to investigate alternatives.

Trustees Korz, Mason and Lowe spoke against this motion. They felt there was a need for discussion with the community prior to implementing a general policy.

Mr. Hicks clarified with Ms. Orban that her motion would take care of the change in distance from 1.6 to 2.4 kilometres using double runs so the Board could still save money and transport all the students we are transporting at the present time.

Ms. Orban agreed. She considered this a solution to address the concerns of the community at no cost to the Board. As it was not a budget matter, she suggested that it become a temporary interim plan as an addendum to the Policy and be reviewed following completion of the construction.

While in agreement with the direction of the motion, Mr. Hicks cautioned the Chairman in accepting the motion given the recent approval to remain with the Policy at 2.4 kilometres.

Mrs. Hill stated that she was not aware that this motion was to offset the distance or circumvent the motion passed earlier. She believed this would refer to the concerns that would be addressed by the Superintendents of Schools and the Transportation Officer for co-ordination of routes, or double run buses at 2.4 kilometres.

After further attempts to clarify the intent of the motion, the question was called and **CARRIED.**

When Mr. Hicks again questioned the legality of the motion, Mrs. Hill confirmed it was in order.

The motion was put to a vote and **LOST.**

Stating she considered this to be a housekeeping matter relating to the Transportation Policy, it was

Moved by Mrs. Rodgerson:

That the Board, through its official representatives, actively pursue co-operative efforts with the Hamilton Street Railway to facilitate the transportation of students affected by the Board's Transportation Policy at no cost to this Board.

Mrs. Rodgerson stated the intent of her motion is to empower the transportation officials to communicate with the Hamilton Street Railway to facilitate the possibility of these 400 children using this mode of transportation.

The motion was put to a vote and **CARRIED.**

Moved by Mrs. Bishop:

That students living north of Main Street West continue to be bused until the reopening of Binkley School in 1994.

Noting the concession granted to the Prince Philip students when Binkley School was closed and that this policy change was intended to impact on middle school students, Mrs. Bishop urged members to reconsider this group of JK-5 elementary students who will no longer

receive transportation.

Restating that the intent of this evening's discussions was the 1.6 to 2.4 kilometre change and not issues as a result of "tightening up", Mr. Hicks noted there are other special cases that could be reconsidered. Acknowledging Mrs. Bishop may be right, he suggested that these special cases need to be dealt with, but not in isolation.

As there was no motion to go beyond 23:00 hours, the meeting adjourned.

Read and confirmed,

.....
Chairman

cv

SEPTEMBER, 1992

MINUTES OF

OPERATIONS MANAGEMENT COMMITTEE

THE BOARD OF EDUCATION
FOR THE CITY OF HAMILTON

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OPERATIONS MANAGEMENT COMMITTEE
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BUSINESS ARISING OUT OF THE MINUTES:

NEW BUSINESS:

MINUTES OF THE
OPERATIONS MANAGEMENT COMMITTEE
1992 09 08

Present: Trustees S. Hill (Chairman), Allen, Darby, Desmarais, Lowe, Rogers and Cunningham.

Also Present: Trustees Bishop, Hicks, Johnston, Korz, Mason, Mulholland, Orban, Rodgerson, Stewart and Wilson.

Officials Present:
K. Rielly, Director of Education and Secretary
A. Stockwell, Associate Director of Education
P. Shewfelt, Superintendent of Finance and Treasurer
E. Bond, Superintendent of Program
B. Sinclair, Superintendent of Human Resources
R. Orlando, Superintendent of Plant
N. Nicholls, Superintendent of Schools - Area 2
G. Rutledge, Controller
S. Rogers, Assistant to the Secretary

Mrs. Hill called the meeting to order and asked for confirmation of the minutes.

Moved by Canon Rogers:

That the minutes of the 1992 06 09 meeting and special meetings of 1992 05 26, 1992 06 03, 1992 06 04 and 1992 06 29 be approved as presented. **CARRIED.**

GENERAL

BUSINESS ARISING OUT OF THE MINUTES:

Response from the Officials to the Request from City of Hamilton re Gourley Park Development/James MacDonald School

Mr. Orlando presented and reviewed the report.

Mr. Hicks clarified that while the Board has been concentrating on a proposal for tennis courts, the Community group involved has been giving consideration to the "green area" in total. He remarked that the community group was aware of Mr. Orlando's recommendation and asked that on-going communication continue between the Plant Department and City Hall. The community group will pursue improvements such as walkways and flower beds in order to keep this a green area. He anticipated that recreational facilities at this location would receive further consideration by the Board when the addition is contemplated.

Mr. Orlando suggested that Mr. Stewart's recommendation to consider other options be deferred until the Board has completed preliminary design work establishing the size and location of the new facility on this site.

Mr. Stewart requested that correspondence to the City indicate the Board's interest in this project and our intention to consider it in the future.

While encouraged that further options would be considered at a later point, Mrs. Rodgerson hoped the community would not lose the tennis courts through this delay. She stressed the need to continue to cooperate with the community in planning this area.

Relative to queries by Miss Cunningham, Mr. Orlando stated design work for the scheduled 1995 construction would not be complete until early 1994.

Miss Cunningham acknowledged that her suggestion to facilitate earlier completion of this design work would impact on capital improvements.

Moved by Orban:

That the Response from the Officials to the Request from City of Hamilton re Gourley Park Development/James MacDonald School (tennis courts) be received for information and the following recommendation approved:

a) That the City of Hamilton's request to construct the tennis courts at this time, at the location shown, be denied and that further consideration for recreational facilities at this site be deferred until the Board of Education has determined the scope and location of the new school to be constructed. **CARRIED.**

Response from the Officials to the Presentation by the Mother Goose Co-operative Pre-school Inc.

Mr. Shewfelt advised that the proposed rental rate recommendation for the Mother Goose Co-operative Pre-school will be addressed when the Report on Rental Rates for School Facilities is presented to the November meeting.

Moved by Canon Rogers:

That the verbal response from the Officials to the Presentation by Mother Goose Co-operative Pre-school Inc. be received for information.

CARRIED.

Update - Articulation Agreement with Mohawk College

Miss Bond presented and reviewed the report.

Moved by Mr. Korz:

That the Update re the Articulation Agreement with Mohawk College be received for information.

CARRIED.

NEW BUSINESS:
Interim Financial Status Report

Ms. Polidori, Manager, Financial Services, reviewed the report.

When Mr. Hicks inquired about the possibility of including a projection for a year-end surplus or deficit, it was explained that this report is based on a cash modified basis and not on an accrual basis. While acknowledging the validity of this suggestion, Mr. Shewfelt noted the limitations of our current accounting system as well as the disparity between the financial year and the school year.

Mr. Hicks stressed the need to identify and take steps to rectify a deficit situation as early as possible. He thanked the officials for their work which resulted in last year's surplus.

Moved by Dr. Johnston:

That the Interim Financial Status Report for the period ending 1992 07 31 be received for information.

CARRIED.

Education Finance Reform

Mr. Shewfelt advised that the Provincial Government has established three major groups or commissions to examine issues which have impact upon the financing of education.

The objectives of the Fair Tax Commission are: a) to provide advice on designing and implementing a more equitable tax system in Ontario and, b) to consult widely. Areas of interest to Boards include property taxes, environmental taxes, retail sales and goods and services taxes.

The second committee is the Provincial Disentanglement Committee, with a focus on deciding the roles and responsibilities that provincial and municipal governments play in the design, delivery and furnishing of services. He cited the Director's invitation to all trustees to attend a Municipal Conference (October 28/29) to share in recent initiatives relating to both the Fair Tax Commission and Disentanglement Committee.

The Education Finance Reform Project would undertake studies with respect to educational funding, learner services and resources, student transportation, accountability and accommodation. One significant recommendation, if adopted, would change the fiscal year to coincide with the school year. This change, while welcome, would have an obvious impact on Board operations during the conversion period and may necessitate the consideration of an interim 8- or 20-month budget. Mr. Shewfelt will apprise the committee of information when it becomes available.

Moved by Ms. Orban:

That the verbal report regarding Education Finance Reform be received for information.

CARRIED.

1993-1995 Budget Strategy

In presenting the Three Year Budget Strategy, Mr. Shewfelt asked that consideration be given to two changes in our traditional budget deliberation process: a) that a mandate be set for management at the expenditure level rather than the mill rate level and, b) that management be given three months to compile an expenditure budget, based upon the mandate, for presentation to this Committee in December or January. He emphasized that this mandate would not preclude the

introduction of a mill rate mandate later in the process once more current information is available.

Ms. Veerman, Budget Manager, then reviewed pages 12-15, outlining the three-year forecasts for Expenditures and Revenues.

Commending the officials for the long-range planning and clarity of the report, many trustees voiced their concern that a 3.5% expenditure mandate would result in a 10.4% increase or a total levy of $1,019.08. Believing a 10% increase to be unacceptable, trustees commented on the anticipated difficulty of upcoming budget deliberations and further reductions.

After questioning the possibility of our Provinical Grants being over the announced two-percent increase, Mr. Hicks asked for the impact of a 0% expenditure mandate on the levy if the 3.5% expenditure mandate results in a 9.5% levy. In addition he asked for the impact of grants at 2.5% on the levy. He noted with this process, trustees' involvement would be delayed until December and cautioned that the decision tonight will "set the tone for the system".

Miss Cunningham had concerns that the forecast was based on approved budget figures rather than actuals. She agreed with the 0% direction. Relative to the upcoming report on the Integrated Information System (IIS), she asked that it be reviewed in an effort to save money. She was very supportive of "tightening up" and reducing overlap in the system in view of the difficult economic times.

Dr. Johnston confirmed that the 84% increase in contractuals for 1993 related to the IIS. When Mrs. Rodgerson questioned the impact of a 0% expenditure mandate, Mr. Shewfelt replied that 0% would be devastating to the whole system, requiring a $12-13 million reduction of the figures on page 14. However, based on the Board's present fiscal arrangements it would necessitate a $30-40 million reduction over a four- month period. Mr. Shewfelt was not sure a significant payback would result from the implementation of the IIS, but expected greater efficiency and improved communications.

Mrs. Bishop agreed that an expenditure mandate be considered; however, she questioned the viability of a 3% mandate when page 14 reflected a 4.6% increase in 1993 expenditures.

Mr. Shewfelt, acknowledging the validity of her comments, stated there was a consensus among officials that a 4.6% increase would be unacceptable and therefore they are recommending three percent. To reach a 3% mandate, $4-5 million will have to be reduced from these figures.

Ms. Orban suggested that restructuring and site-based management be considered for cost savings and parallel the "zero budget" with the three-year plan.

Appreciative of Mr. Shewfelt's remarks about the impact of a 0% target and agreeing the ramifications need to be known, Mr. Hicks referred to strategies put in place during budget last year through which additional savings would be realized in this year's budget. He believed that starting with 0% would allow the budget to be "built" by taking into consideration reports such as Accommodation which have budget impact.

In response to Mr. Hicks' earlier request for information, Ms. Veerman advised that 2.5% grants versus the forecasted 3.9% for 1993 would result in a mill rate levy of 13.15%. She explained that the forecasted 3.9% grant rate for 1993 was a combination of the 2% Ministry increase and an estimate for increased grant revenue due to a reduced assessment base. She then clarified the grants received last year.

Moved by Mr. Hicks:

That the Expenditure Budget for 1993 reflect:
a) a 0% increase over 1992 expenditures
b) no deficit position
and that the report be referred back to the Officials for further consideration, with trustees receiving the report at a Budget Review Committee meeting scheduled for Monday, 1992 12 07.

Mr. Rielly requested the opportunity to provide information to the Board next month about the impact on the system of reducing $12-13 million before a 0% mandate is voted on.

Mr. Hicks, with due respect to the Director, pointed out that his intent is to start at 0%, not reduce to 0%. He recognized the seriousness of the situation and urged trustees to start at the "bottom line" as he was not content to take a 6% or 7% increase to the taxpayers.

Responding to Mr. Desmarais' observation that contract commitments negate the possibility of a 0% increase, Mr. Sinclair agreed that 8 out of 11 bargaining units have contracts for 1993 that stipulate pay rates and employee numbers, much of which is tied to teacher staffing. He remarked that there is some flexibility where there are no formulas.

Mr. Shewfelt added that page 14 reflects a large increase under "fixed" Statutory Benefits, largely comprised of UIC, Canada Pension and Worker's Compensation. The $12 million reduction from the budget, must come from the area identified as variables. Reduction in Capital, he noted, could be argued as a deferral rather than a reduction.

Trying to avoid setting an unattainable goal, Mrs. Bishop urged trustees to consider alternatives between the zero percent and three percent.

Noting the Board's history of salary increases, Mrs. Lowe concurred with Mr. Rielly's suggestion for a report. Although in agreement with Mr. Hicks' aims, she felt a more realistic mandate would be 1.5% in view of contracts, pooling and the economy. She was unable to support the motion.

Similar to earlier speakers, Mrs. Mason deemed specific information about the ramifications of cuts to be beneficial. Canon Rogers added his agreement, suggesting that no action be taken tonight and the officials bring further information to the next meeting.

Miss Cunningham, however, believed a delay for another report defeats the whole process of the officials working with the system throughout the Fall. Miss Cunningham spoke at length about a) considering alternative methods of operating the Board, b) the negative impact of the economy and increased taxes on Hamilton residents and c) the NDP's educational funding and policy drawbacks. She felt the officials must work with the system to elicit reductions.

Similarly, Mrs. Rodgerson warned that further cuts would be necessary and supported information on a range of options, i.e. 0%-1%-2%-3%. She queried the necessity for a decision tonight.

Ms. Orban observed that teachers, as taxpayers, are aware of the "tough times". In supporting the direction for additional information, Ms. Orban requested "positive" direction be included in the report such as alternative sources of income, (COMSOC and sharing resources with other Boards). She also recalled comments about costing of specific programs and "CUPE versus contracting out".

Mr. Darby agreed a more creative approach may be needed to increase revenues. He exhorted the Board to become "serious" with the Ministry about mandated programs and how they are funded, especially if deep cuts to the system this year may include programs.

At this point Mr. Korz commented that motions are necessary to request reports from the officials and urged the members to vote as there seemed to be a consensus in that direction.

Ms. Veerman again clarified that a 0% increase over 1992 expenditures equals a 4.4% increase on the mill rate or $971.62 levy. Based on 1993 estimated projections of $290 million, a $12 million reduction will be necessary.

Mr. Hicks stressed the need for a change in strategy as "there is no more money in the pot". Universities are only surviving because of fundraising. He said when trustees realize that the education dollar can no longer be passed on to the taxpayer, trustees will have to debate about reductions throughout the system. Mr. Hicks acknowledged that this report on the 0% mandate would be devastating, impacting on both mandated and non-mandated programs. In conclusion he stated that the system is looking for clear direction from the Board about the way in which education will be delivered. He emphasized that his motion does not "lock the Board in", but will enable trustees to gain further information to set a direction.

Mr. Allen commented that there are strong reasons to support an extensive review of the system.

Miss Wilson wanted to see "in concrete" what "0%" will do to the quality of education for children in Hamilton.

Following a brief discussion clarifying the motion, Mrs. Hill stated the motion would be worded as follows:

That the Expenditure Budget for 1993 reflect a 0% increase over 1992 expenditures and that the report be referred back to the Officials for further consideration, to be returned to the trustees no later than 1992 12 07.

In clarifying his intent relative to "no deficit position", Mr. Hicks requested information as soon as possible about a short fall in this year's budget. Miss Cunningham cautioned against bringing trustees information in "bits and pieces".

It was Mr. Shewfelt's understanding that an expenditures' estimate would be brought to the trustees following consulation with the schools and departments in December or January.

Mr. Hicks noted his preference for such a report to come directly to a Budget Review Committee.

The motion was put to a vote and **CARRIED.**

It was agreed:

That the Report relative to the 1993-1995 Budget Strategy be received for information.

Jobs Ontario Capital

Mr. Rutledge reviewed the report and confirmed that our 64% grant rate would apply to the totals within the report.

Moved by Miss Cunningham:

That the report re Jobs Ontario Capital be received for information. **CARRIED.**

Update of Major Construction and Renovation Projects

Although some of the scheduled work has not been completed, Mr. Orlando reported that all schools were open for students today. He outlined the current status of the following programs: Boiler, Portables, Painting, Roofing and Masonry. In conclusion he detailed the status of renovations at Highview, King George, Lloyd George, Gibson and Memorial Schools.

Mr. Orlando credited the efforts of his management and supervisory staff during the past weekend in ensuring schools were open this week; in addition, he noted the many teachers who were also working in the schools. Several trustees expressed their appreciation for the dedication of the Plant Staff and Mrs. Hill asked Mr. Orlando to convey the Board's appreciation to the staff. In addition, Dr. Johnston spoke highly of the cleaning work done by the cleaning and caretaking staff in the schools.

Responding to questions by Mr. Stewart, Mr. Orlando explained that the existing library at Memorial School continues to be available for use by the students and that it is anticipated the Family Studies and Design & Technology classrooms will be in operation this coming Monday.

Following a discussion relative to the coal bunker located on this property, Mr. Stewart requested that when this project is tendered, it be tendered to allow cost comparisons, i.e. filling in or compacting the bunker.

Moved by Miss Cunningham:

That the verbal Update on Major Construction and Renovation Projects be received for information.

CARRIED.

Education Centre Parking - requested by Trustee Cunningham

Citing discussions during recent negotiations, Miss Cunningham requested that a report be provided encompassing a review of those entitled to park on the Board's parking lot and the rate paid.

When Mr. Sinclair indicated he would report to the October meeting of this Committee, Miss Cunningham asked that he ensure that concerns expressed during negotiations are addressed within the report.

Correspondence from the Regional Municipality of Hamilton-Wentworth re Discontinuation of Screening for Pediculosis (Head Lice) and Reduction of Dental Health Programs

Mrs. Lowe commented that this letter from the Region is a reflection of reductions being made at every level of Government.

Commenting from the Chair, Mrs. Hill voiced her anger that the Board is being asked to pay for this service with education dollars.

Moved by Mrs. Lowe:

That the Correspondence from the Regional Municipality of Hamilton-Wentworth re Discontinuation of Screening for Pediculosis (Head Lice) and Reduction of Dental Health Programs be received for information and the following recommendation approved:

a) That the Board accept the Public Health Department's offer to coordinate intake and billing procedures for pediculosis screening. **CARRIED.**

Resolution from the City of Toronto re "Long Term Funding for School Food Programs" -referred by Board 1992 06 18

Considering a regional initiative to be more appropriate and noting this report is also under review by the Region, it was

Moved by Mrs. Bishop:

That the Resolution from the City of Toronto re "Long Term Funding for School Food Program" be tabled.

CARRIED.

Report of the Special Education Advisory Committee

Moved by Mrs. Bishop:

That the following Report of the Special Education Advisory Committee be approved:

a) That the Report regarding Transitional Work Experience Program (T.W.E.P.) be received for information and the following recommendation approved:

i) That the Program Department review this program with a view to the need for expansion.

b) That the Report regarding the Augmentative and Alternative Communication Program be received for information and the following recommendation approved:

i) That the Special Education Advisory Committee endorse this program and request the Board to review the need for additional staffing given the change in the home care program delivery.

c) That the Report regarding Care, Treatment and Correctional Services Programs be received for information.

d) That the Accommodation Report - Special Education be received for information. **CARRIED.**

ELEMENTARY/SECONDARY

BUSINESS ARISING OUT OF THE MINUTES:

Middle School Review

Mrs. Hill welcomed Mr. Clark, Special Assignment -Middle School, who reviewed the report together with Miss Bond.

In response to Mrs. Bishop's inquiry if trustees could view the results in their own areas, it was explained that, due to Freedom of Information, material from schools with

a number of middle school teachers would be readily available. However, where there is only one teacher who could be identified, then that teacher would have to authorize the release of the information.

When Mrs. Hill asked if parents and students would be informed of the Review and the expectations for the coming years, Miss Bond commented that she hoped middle schools would include information about middle school programming in their newsletters. The next review is scheduled for 1995.

Moved by Miss Cunningham:

That the Report on the Middle School Preliminary Review be received for information. **CARRIED.**

NEW BUSINESS:
Recommendations of the Director of Education

Moved by Canon Rogers:

That the recommendations of the Director of Education be approved.

Noting the provision of chaperones for trips is a cost to this Board as it impacts on Line 1 of the budget, Miss Cunningham queried the continuation of this practice.

Citing economic circumstances, Dr. Johnston asked officials to consider whether out-of-country trips should continue due to the limited number of students able to participate in such activities.

The motion was put to a vote and **CARRIED.**

The meeting then adjourned.

Read and approved,

.....
Chairman

cv

OCTOBER, 1992

OPERATIONS MANAGEMENT COMMITTEE

THE BOARD OF EDUCATION
FOR THE CITY OF HAMILTON

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BUSINESS ARISING OUT OF THE MINUTES:

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MINUTES OF THE
OPERATIONS MANAGEMENT COMMITTEE
1992 10 06

Present: Trustees S. Hill (Chairman); Allen, Darby, Desmarais and Cunningham.

Not Present: Trustees Lowe, Mason and Rogers.

Also Present: Trustees Bishop, Hicks, Johnston, Korz, Mulholland, Orban, Rodgerson, Stewart and Wilson.

Officials Present:
K. Rielly, Director of Education and Secretary
A. Stockwell, Associate Director of Education
P. Shewfelt, Superintendent of Finance and Treasurer
E. Bond, Superintendent of Program
B. Sinclair, Superintendent of Human Resources
R. Orlando, Superintendent of Plant
R. Binns, Superintendent of Schools - Area 3
P. Gillie, Superintendent of Schools - Area 4
F. Cooke, Assistant Superintendent - Program
S. Rogers, Assistant to the Secretary

GENERAL

Mrs. Hill called the meeting to order, noting regrets were received from Trustees Mason and Rogers.

Moved by Ms. Orban:

That the minutes of the 1992 09 08 meeting be approved as presented.

CARRIED.

Mrs. Hill asked the indulgence of the members to rearrange two agenda items.

Moved by Mr. Mulholland:

That the Presentation by the Umbrella Family and Child Centres of Hamilton be addressed as the first item of business and the Report re Air Conditioning Lloyd George and Dr. J. Edgar Davey Schools be deferred until Mr. Stewart is present.

CARRIED.

GENERAL

NEW BUSINESS:
Presentation by the Umbrella Family and Child Centres of Hamilton

Mrs. Bishop introduced the presentation, recognizing the Umbrella Board Members. Mrs. Bishop then introduced the five following individuals who spoke of their relationship with the Day Care Centres:

a) Kathy Hibbins (Department Head of Family Studies at Sir Winston Churchill) elucidated on the program advantages afforded to students in the Family Studies Program.

b) Christie Wiggers (Day Care parent and Family Studies Program student) remarked on the benefits of completing her high school studies knowing her daughter was nearby and receiving quality care.

c) Kris Banga (Family Studies' student) spoke of the valued opportunity to apply classroom theory in practical application and the positive interaction between students and children.

d) Ken Kemp (Principal, Sir Wilfrid Laurier) commented on the good relationship and co-operation between school staff, day care workers and teachers. He considered the Day Care Centres to be a "real asset to the community".
e) Jan Pacey (Parent, Helen Detwiler School and Day Care Centre) emphasized the importance of quality child care. Ms. Pacey changed her residence to enrol her child at Helen Detwiler Children's Centre.

Ms. Lesley Russell, an Advisory Board Member, then reviewed the financial data provided to the Committee.

Responding to questions by Ms. Orban, Mrs. Bishop explained budget figures relative to Caretaking/Cleaning.

Clarifying the presentation was for information purposes, it was

Moved by Ms. Orban:

That the presentation by the Umbrella Family and Child Centres of Hamilton be received for information.

Ms. Russell advised Mrs. Rodgerson that the Region and Province are responsible for licensing Day Care Centres and administering a needs test to determine whether a family will be subsidized. Such testing is not based solely on income but takes into consideration other expenditures, so as to be more responsive to individual situations.

Responding to cautions by Miss Cunningham about the possibility of "trade-offs" in the review of rental rates, Ms. Russell acknowledged that the Umbrella Board is very much aware of the Board's review. She expressed hope that the Board's deliberations would weigh the benefits to students, staff and program against the cost.

Dr. Johnston considered that these Centres represent a teaching advantage to our system. He received an explanation about regional subsidies for new facilities and the rationale about vacancies in the Centres, i.e. location and economics.

Responding to Ms. Orban, Mrs. Bishop stated that Early Childhood Educators receive two years of training in child development techniques as opposed to teachers whose strength lies in programming. She offered assurances that the program at the Centres is of the highest quality.

The motion was put to a vote and <u>CARRIED.</u>

Mrs. Hill thanked all the presenters on behalf of the Committee.

BUSINESS ARISING OUT OF THE MINUTES:

Report re Air Conditioning Lloyd George and Dr. J. Edgar Davey Schools

Mr. Orlando presented the report and confirmed that these projects have not been included in budget estimates, before explaining the rationale for the similarity in cost estimates for these two schools.

Noting his original intent was not to spend a great deal of money and to utilize the funds from the Adelaide Hoodless School addition to improve air quality at these other schools, it was

Moved by Mr. Stewart:

That the report re Air Conditioning Lloyd George and Dr. J. Edgar Davey Schools be received for information and the following recommendation approved:

a) That neither the Lloyd George School project nor the Dr. J. Edgar Davey School project proceed at this time.

CARRIED.

Report re Discontinuation of Pediculosis (Head Lice) by the Region of Hamilton-Wentworth (requested at Board, 1992 09 17)

Mrs. Hill ruled that a two-thirds vote would be necessary to deal with this issue.

Moved by Ms. Orban:

That the issue of Pediculosis be considered.

CARRIED.

Prior to placing a motion on the floor, Mr. Allen stressed the need to address this situation.

Moved by Mr. Allen:

That the Report re Discontinuation of Screening for Pediculosis (Head Lice) by the Region of Hamilton-Wentworth be received for information and the following recommendation approved:

a) That the Board of Education for the City of Hamilton reconsider the action taken at the regular meeting of the Board, 1992 09 17, and accept the Public Health Department's offer to co-ordinate intake and billing procedures for the period of September to December 1992 at a cost not to exceed $4,000.

Trustee Johnston advised that his inquiries had verified that under the law this issue is the Board's responsibility, while Trustee Orban spoke of continuing public awareness to stem hysteria.

When Mrs. Hill questioned the need to continue with the services of Upjohn/Olston, Mr. Allen strongly cautioned that elimination of these services would change a societal problem to a political problem due to the number of people who cannot afford the treatment.

The motion was put to a vote and **CARRIED.**

Update re Site-Based Management

Mr. Rielly presented the report, reviewing the five major issues to be determined relative to the management of resources under site-based management. The major issue arising from discussions with trustees relates to the identification of centralized and decentralized functions. He noted that an update report on the Integrated Information System (IIS) will be presented in November.

Responding to Mr. Korz, Mr. Rielly advised that the report on decentralization presented in the Spring of 1991, which was an overview of information, has been used in determining logical ways decentralization could take place and work in association with streamlining the system. He believed the major problem encountered by trustees related to the definition of site-based management which is a process rather than an end point.

When Mrs. Rodgerson detailed her reservations about the emphasis being placed on the use of the IIS, Mr. Rielly assured her that some training has taken place and agreed that it must be on-going to have an effective system.

Mrs. Bishop, while echoing concerns about the IIS, emphasized two elements that must be taken under consideration, giving of more autonomy at the school level and increased accountability. Referring to the Price-Shulman Report from 1987, Mrs. Bishop outlined other areas of concern: HRD development plan (hiring, retention, promotion), lines of reporting, program accountability, standardized costings for proposals for new development. She queried the fact there were no time lines shown in the update nor trustees' involvement. She considered site-based management to be an area where communication between trustees and officials has broken down.

Mr. Rielly observed that in his 33 year history with this Board, communications between trustees and officials have never been better. Many steps have been taken to involve trustees in area meetings to acquaint them with what is going on in the schools.

Mr. Rielly did agree that IIS was not the only tool to assist with the implementation of site-based management. Recalling the discussion at the April 29th workshop, Mr. Rielly stated he anticipates the three study groups will develop directions to bring to the trustees.

Mrs. Bishop stressed the high priority that should be given to this project, expressing apprehension about the indication that implementation would proceed "over the next few years".

Mrs. Hill noted the IIS report to be presented in November.

Citing the lengthy period of time to effect the 1987 re-organization plans, Mr. Rielly cautioned about the necessity of implementing major changes with accountability in a systematic way.

Mr. Rielly confirmed Mr. Korz' understanding that reports relative to the varied issues will be on-going, rather than one large report.

When Mr. Korz asked the Director to draw up a succinct site-based management plan to ensure continuity following his retirement, Mr. Rielly indicated he would prepare a summary, possibly to share with the Selection Committee. Mr. Korz asked that this document be distributed to all trustees.

Ms. Orban pointed out that change process takes a few years and cautioned the members it must be implemented in an organized, accountable manner, ensuring people can cope with the impact of the changes.

Miss Wilson remarked on her awareness of increased accountability and communication in the system. In reply to her query about how funds are allocated to the principals for equipment and supplies, Mr. Rielly informed her the process is decentralized and involves division of a budget by the Associate Director and the Superintendents of Schools. Principals have guidelines for per-pupil amounts for supplies, and this is where accountability lies.

Miss Wilson was of the belief that the IIS would help to eliminate duplication, speed up communication and foster more accountability and uniformity across the system. She then stated her concern about "maintaining quality programs" as site-based management should not affect program, which is Ministry-mandated through the Program Department.

Mr. Rielly concurred and gave his assurance on the delivery of quality programs across the system.

Moved by Mr. Allen:

That the Update re Site Based Management be received for information. **CARRIED.**

Report from the Officials re Education Centre Parking

Mrs. Hill advised that this item has been postponed indefinitely.

NEW BUSINESS:
Transition Years Guideline

At Mr. Darby's request, the Transition Years Guidelines were reviewed prior to consideration of the correspondence from the Ministry re destreaming.

Ms. Bond introduced Ms. Carol Ramberan, Co-ordinator, Transition Years, who presented the Committee Structure and proposed guidelines for the implementation of the Transition Years in our system.

Anticipating further information will be forthcoming on this process, Mrs. Bishop complimented the completeness of the report and development plan. Referring to recommendations approved under the Secondary School Review which affect the Transition Years, she received assurances from Ms. Ramberan that they would receive high priority. Mrs. Bishop noted that action would allay students' fears of lower academic expectations in Grade 7 and 8 programs.

Prefacing his comments as personal and not wishing to cast reflection on anyone, Mr. Allan considered the Transition Years to be "devastating, similar to the Hall Dennis Report which destroyed education". He felt it would further weaken a curriculum which already ranks poorly against other systems and societies. He considered this direction to be "pandering to political clout" and expressed concern about students' success. Acknowledging the government's determination to proceed, Mr. Allen commended those who had prepared the guidelines to "salvage our curriculum".

Miss Wilson also voiced concern about this direction being regressive and stressed that inservicing of teachers and ongoing support would be the key issue in implementation.

Ms. Ramberan responded that inservice is already underway with a proposal being prepared for submission to the Ministry for implementation next year and inservicing of staff for a number of schools. She agreed the Staff Development Sub Committee must ensure teachers receive the necessary support.

Responding to Miss Wilson's inquiry about overall accountability and evaluation, Miss Bond referred to the inclusion of accountability under each Committee Structure to show such a process.

Quoting from Ministry letters, Mr. Darby remarked on the government's apparent confusion. Similar to Trustees Allen and Wilson, Mr. Darby considered destreaming of Grade 9 as devastating.

Miss Bond admitted that the Ministry curricular documents referred to in Policy Memo 115 will not receive Cabinet approval until November and, therefore, will not be distributed to Boards until at least February, 1993.

Mr. Darby had reservations about the Board's involvement as "moving too quickly without knowledge of the curriculum to implement". Mr. Darby referred to the fourth asterisk on page 23 as indicative of the vagueness of this proposal.

Ms. Ramberan explained that Program Co-ordinators have been working on destreaming programs, and with the exception of one subject area, all have courses ready for next year. Some have been piloted and are still being developed. It is expected that

implementation will proceed through incremented stages, with schools proceeding at their own pace over the next three years.

Although not in favour of destreaming, Ms. Orban felt confidence in the document, drawing attention to the criteria for accountability on page 24.

Acknowledging Ms. Orban's comments relative to staff's concerns about Transition Years, Ms. Ramberan agreed that "reluctant teachers" need an opportunity to examine its implementation and how to best program for needs of students. Inservicing will also provide an opportunity to share expertise with 'pilot' teachers.

Concerned about the removal of minimal instruction time (page 23), Mrs. Bishop asked for the implications to the Middle School program.

Miss Bond replied that given the significant amount of Middle School programming, the intent is not to make significant changes, but any changes to be phased in would occur in Grades 8 and 9.

Mrs. Bishop commented on the number of educational systems, such as O.S.I.S., that have been implemented by the government without evaluation of their effectiveness. As the Ministry anticipates using benchmarks, she inquired about the possibility of establishing a data base line in terms of present outcomes.

Miss Bond assured her that such student progress information is available at the end of first and second semesters in Grade 9 both on an individual and system basis.

In addition to his request for tracking of students' current progress through and into the Transition Years format, Mr. Korz urged increased business community representation on the Advisory Committee, particularly with respect to the relevance of Transition Years curriculum to employment/workplace. Ms. Orban noted that the Ministry ensures business input and representation when considering program restructuring.

Mr. Darby, upon being advised that the Delta pilot project would continue into the 1993 school year, expressed concern about the Board's involvement in Transition Years prior to its full evaluation. He believed that under OSIS, the use of basic, general and advanced curriculae addressed students differing learning rates. He was concerned about the effectiveness of one teacher instructing three levels while incorporating different delivery models to suit learning styles.

Moved by Mr. Darby:

That the Hamilton Board of Education continue to develop guidelines for planning and implementation of the Transition Years; however, the destreaming process in the Hamilton Board of Education be delayed until the pilot projects are complete and have been evaluated and modified where required.

Recalling a recent meeting about Transition Years, Miss Bond advised that no debate was permitted on a suggestion to delay the implementation of destreaming.

Responding to further inquiries about the Delta project, Mr. Binns stated a report, including a Ministry component, will be presented in June; however, it will not comment on destreaming on a provincial basis. He verified that part of the evaluation process will relate to student outcomes.

Mr. Stewart requested a comparison between a destreaming program and standard Grade 9 program on a cost basis to assist rational decision-making about each program's effectiveness. Mr. Binns indicated that such an evaluation was possible, if trustees gave approval for the necessary people and resources.

Citing the Peel and Waterloo Boards' stand against mandatory implementation of Junior Kindergarten, Mrs. Rodgerson suggested a similar direction on destreaming.

Miss Bond again reiterated the Ministry's "no discussion" comment on such a direction.

Upon hearing the motion reread, Ms. Orban asked if the preparation of financial and learning outcomes would continue in a parallel situation to the implementation process. Mrs. Hill ruled that the motion clearly would delay the destreaming process for the pilot evaluation.

Please note: This LOST motion was lifted and approved at 1992 10 15 Board.

The motion was put to a vote and **LOST.**

Moved by Ms. Wilson:

That the Report from the Officials regarding Transition Years Guideline be received for information.

CARRIED.

Response from the Ministry of Education relative to the implementation of destreaming of Grade 9 (referred by 1992 09 17 Board)

Moved by Mr. Darby:

That the Response from the Minister of Education relative to the implementation of destreaming of Grade 9 (referred by 1992 09 17 Board) be received for information.

CARRIED.

Motion by Trustee Rodgerson at 1992 09 17 Board re Park Development with City of Hamilton

Referring to recent problems encountered with the Gourley Park development, Trustee Rodgerson requested a formalized process be established to resolve communication problems experienced over this

past year by the City's Park and Recreation Committee by a) involving Board staff in community planning and b) providing the City with the name of a Board contact. It was clarified that her concerns relate to the Plant Department and their severance of communication lines with City Hall.

Moved by Mrs. Rodgerson:

That co-operative effects between City of Hamilton and Hamilton Board representatives be established to facilitate ongoing Park development in areas on or adjacent to Board property.

While Mr. Korz suggested that this situation could be resolved by staff, Mr. Allen considered it to be a "political matter" and suggested that the Chairman of the Board write to the Mayor.

Trustees Hicks and Rodgerson further clarified that while the City was now focusing on Trustee representation at the initial community development meetings, they lack the technical expertise to advise about the impact of proposed development on Board property. They were of the opinion that attendance at the initial meetings by Plant personnel would provide the expertise to confirm the direction of a project or the need to amend such proposals.

Mr. Rielly indicated he would attempt to clarify this process; however, he noted that often Board personnel are not invited to these meetings. He did question the process of Board input at the initial meeting, rather than when the project could be viewed in totality.

Mr. Hicks emphasized the importance of Board officials clarifying guidelines and general land area for community proposals.

Mr. Stewart suggested that City correspondence be directed to either the Director or Chairman of the Board and that they be responsible for directing it to the appropriate official(s).

Ms. Orban urged a resolution at the administrative level to avoid public discussion and did not feel the Chairman should write to the Mayor. Mrs. Rodgerson emphasized the need for a formalized resolution to avoid a repetition of problems such as experienced with Gourley Park.

It was also pointed out by some trustees that the change in people holding Aldermanic positions may be part of the problem, as well as a tendency for City Hall to work "in isolation", anticipating Board approval.

The motion was put to a vote and <u>LOST.</u>

Mr. Rielly assured Mr. Korz that he would attempt to clarify the situation.

Establishment of Guidelines for School Field Trips - requested by Trustee Johnston at Board 1992 09 17

Moved by Dr. Johnston:

That the following recommendations regarding guidelines for school field trips be approved:

a) That the Chairman of the Board appoint an ad hoc committee made up of five trustees to present guidelines governing school field trips in the 1993-1994 school year.

b) That consideration be given to the inclusion of non-discriminatory content, and to cost factors for both participants and the Board of Education.

Stating his intent was to allow sufficient time to formulate these guidelines for implementation for the next school year, Dr. Johnston requested consideration of cost factors to the pupils and Board as well as trips in which only a small number of students can participate.

Ms. Gillie outlined information currently available relative to school trips. Following Ms. Gillie's explanation, Ms. Orban commented that guidelines are already in place. She cautioned against interfering in "on-site experiential learning situations".

Dr. Johnston maintained that his proposal addresses two areas not presently covered: cost to the Board for teachers and the difference in elementary and secondary trip participation, i.e. total class versus partial. (discrimination)

Ms. Orban remarked that often funds are raised through school activities or corporate donations.

Speaking against the formation of an ad hoc committee, Miss Cunningham acknowledged her concerns related to the cost of supplying chaperons and replacement teachers.

Mr. Stockwell remarked that schools have been advised that internal coverage is necessary for trips of short duration; supply teachers may be granted for longer trips.

Miss Cunningham was also interested in a cost factor on an annual basis. Because of the hardship trips can place on families, she supported restraint in the area of trips and a 'Canada first' philosophy. While not imposing a complete moratorium on trips, she wanted the system to be aware the Board is not endorsing trips.

The motion to form the Committee was put to a vote and **CARRIED.**

Upon approval of the ad-hoc Committee, Dr. Johnston advised his second recommendation could be addressed by that group.

Moved by Dr. Johnston:

That clause b) be withdrawn. **CARRIED.**

Miss Cunningham then appointed Trustees Johnston, Wilson, Allen, Darby and Mulholland to the ad-hoc committee.

Request for Report, Psychological Testing - Trustee Hill

Arising from discussions at a Home and School meeting, Mrs. Hill requested a brief report be presented on the long waiting list for testing by Psychological Services.

Moved by Mrs. Bishop:

This motion was approved with the deletion of the word "lengthy" at Board, 1992 10 15.

That the Officials prepare a brief report regarding the lengthy waiting list for testing by Psychological Services. **CARRIED.**

ELEMENTARY/SECONDARY

BUSINESS ARISING OUT OF THE MINUTES:

Response from the Ministry of Education relative to the mandatory provision of Junior Kindergarten by September, 1994 (referred by 1992 09 17 Board)

Miss Bond advised that the Early Years Co-ordinator will present a report regarding alternatives to Junior Kindergarten to the November Development or Operations Management Committee meeting.

It was agreed:

That the Response from the Ministry of Education regarding the mandatory provision of Junior Kindergarten by September, 1994 (referred by 1992 09 17 Board) be received for information.

NEW BUSINESS:

Recommendations of the Director of Education

Moved by Mrs. Bishop:

That the recommendations of the Director of Education be approved as presented. **CARRIED.**

The meeting then adjourned.

Read and confirmed,

.....

Chairman

cv

NOVEMBER

OPERATIONS MANAGEMENT COMMITTEE

THE BOARD OF EDUCATION
FOR THE CITY OF HAMILTON

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MINUTES OF THE
OPERATIONS MANAGEMENT COMMITTEE
1992 11 10

Present: Trustees S. Hill (Chairman); Allen, Darby, Desmarais, Lowe, Rogers and Cunningham.

Also Present: Trustees Bishop, Hicks, Johnston, Korz, Mulholland, Orban, Rodgerson, Stewart and Wilson.

Officials Present:
K. Rielly, Director of Education and Secretary
A. Stockwell, Associate Director of Education
P. Shewfelt, Superintendent of Finance and Treasurer
E. Bond, Superintendent of Program
B. Sinclair, Superintendent of Human Resources
R. Orlando, Superintendent of Plant
M. Quinn, Superintendent of Schools - Area 1
N. Nicholls, Superintendent of Schools - Area 2
R. Binns, Superintendent of Schools - Area 3
P. Gillie, Superintendent of Schools - Area 4
G. Rutledge, Controller
F. Cooke, Assistant Superintendent - Program
S. Rogers, Assistant to the Secretary

GENERAL

Mrs. Hill called the meeting to order noting regrets for not attending were received from Trustee Mason and asked for confirmation of the minutes.

Moved by Ms. Orban:

That the minutes of the 1992 10 06 meeting be approved. **CARRIED.**

GENERAL
BUSINESS ARISING OUT OF THE MINUTES:

Report from the Officials re Waiting List for Psychological Testing

Dr. Bountrogianni reviewed the report, outlining the three directions to be implemented to facilitate a decrease in the Waiting List. Noting that new referrals have been reduced since 1986, Dr. Bountrogianni indicated a further report will be presented to the Development Committee in January, based on an analysis done during the past Summer.

Mr. Stewart sought clarification about the differences between Area Special Education team complements, as the smallest team has the largest waiting list. Dr. Bountrogianni and Mr. Stockwell advised that Superintendents of Schools collectively decide about the assignment of staff and slight adjustments occur from time to time, the most significant adjustment resulting from the reduction in the number of Areas from five to four.

Dr. Bountrogianni asserted that, should the waiting list be eliminated, staff would be able to cope with the caseload as 707 assessments were completed last year. Mr. Stewart then asked for and received information about the expected period of delay for assessments - three to six months dependant upon the Area. Dr. Bountrogianni observed that the Board may be over-reliant on the actual assessment, as students receive assistance through the DART process prior to undergoing an assessment. Despite the DART process, she believed that too

many children were being assessed.

Stating she was pleased about the drop in the number of students on the waiting list since 1986, Mrs. Bishop was uncomfortable that parents with insurance or income seek private services for their children to avoid the delay. Personally, she did not find it equitable that schools should encourage private assessments and suggested more inservice was necessary to develop skills at the school level.

Dr. Bountrogianni acknowledged some parents seek private assessments but that her report in January will show their department sees more students who are not in a position to afford outside diagnoses. She added that approximately 50 percent of students tested are not deemed exceptional.

Relative to Recommendation 1, Dr. Bountrogianni outlined her responsibilities and that of the Area Supervisor regarding Psychoeducational Consultants. Prior to decentralization, Dr. Bountrogianni stated that consultants had to meet quotas under the full supervision of Dr. Pryor. Given the area and school commitments, it would be difficult for her to demand a certain number of assessments per month.

Responding to Ms. Wilson, Dr. Bountrogianni explained that Psychoeducational Consultants administer the assessment and tests are chosen from a list of approximately fifty tests, depending on the referral reason, age, cultural background, language skills, etc. of the child. Both the WISC.R and WISC.III intelligence tests are utilized. As of 1993 01 01, the WISC. III will be used exclusively.

Dr. Bountrogianni then outlined the DART process through which students' needs are addressed prior to a referral for assessment. She noted that their analysis indicates that students receiving the most support are those who are eventually deemed as exceptional. In response to further questions about services available to students, she stated that her report in January could include a breakdown of students and the support they have received in the past.

Ms. Wilson then queried the use of other personnel to administer tests and thereby reducing the waiting list. Dr. Bountrogianni advised that she is currently exploring such alternatives in conjunction with Area 1 Learning Resource Teachers. She added that much of the records related to the student profile, DART, and teacher observations are included in assessment.

When Miss Cunningham expressed concern about the impact of changes in authority under decentralization, Dr. Bountrogianni admitted that she cannot dictate the number of assessments to be conducted per month, but nor does she want that authority. She preferred a better understanding about expectations and flexibility with respect to priorities, i.e. concentrating on the waiting list, if necessary, while other issues are delayed. This would ultimately be determined by the Area Supervisor through agreement.

Following Ms. Orban's query about the impact on the number of referrals due to outside assessments, Dr. Bountrogianni offered to check external assessments.

Moved by Mr. Desmarais:

That the Report re Waiting List for Psychological Testing and the procedures outlined therein be received for information.

CARRIED.

Status Report re Integrated Information System (IIS)

Mr. Dixon (Manager, Computer Services), Mr. Sinclair and Mr. Sage (Manager, Special Projects Audit, Assessment) presented the report. Mr. Dixon advised that the next report relative to the IIS will coincide with budget deliberations.

Miss Cunningham spoke about the tremendous expectations being placed on the Computer Services Department and warned that insufficient personnel in this Department will impact heavily on their ability to handle the IIS project as well as system-related responsibilities.

Relative to a quote re the Financial Information System on page 7, Mr. Sage explained that a major review of all financial activities is being undertaken to determine needs of the system prior to implementation of a more automated system. Due to the complexity of, and need to integrate many systems, he cautioned that the process may be perceived as slow, with an anticipated target date of 1996.

Responding to Miss Cunningham, Mr. Dixon explained how the IIS would assist with monitoring of class sizes (page 8) and the impact of the Transition Years upon the implementation of the IIS.

Miss Cunningham again expressed concern about staffing needs.

Mrs. Lowe agreed with concerns raised by Miss Cunningham before referring to page 10 and the total number of work stations projected for Area Offices and staff rooms.

Mr. Dixon explained the allocation of these work stations but remarked that these totals are under review because of budget restrictions.

When Ms. Orban raised the possibility of using the main frame to provide a more efficient way of handling reports related to Special Education - DARTS - IPRC, etc., Mr. Dixon responded that this is the type of operation to be done on a microcomputer rather than the main frame and that these issues, along with her query re kit ordering, relates to teacher workload and is seen as "in addition to the IIS". Plant Department reports such as absence forms, SERs and RRMs will all eventually be processed by computer. Mr. Sage advised Ms. Orban that school budget information will be available to principals starting in January.

Mrs. Hill indicated Ms. Orban's query about the possibility of hiring computer programmers on a contract basis would be more appropriate during budget discussions.

Having been through a major downsizing at his place of business, Mr. Allen expressed shock at the lack of computerized operations and strongly supported the proposal and action plan. He emphasized the dependence on computers to maintain operations following a downsizing process.

Moved by Dr. Johnston:

That the Status Report re Integrated Information System be received for information. **CARRIED.**

Site-Based Management (Requested by Trustee Cunningham)

Miss Cunningham expressed concern that dissertations on site-based management are occurring within the system before trustees have come to a conclusion about the benefits of its implementation and concerns related to checks and balances and accountability. Last month, Mr. Rielly's report indicated that three study groups would bring direction to the trustees on this issue. If some forms of site-based management are being implemented or pilot projects, she felt the Board should be made aware of them. She felt it was unfair to the system until the Board decides about site-based management. Stating she was disturbed about the information she has been hearing, Miss Cunningham felt it was time that trustees and officials work together on this issue, particularly with the incoming Director. She quoted concerns raised by Mrs. Bishop as noted in the October minutes and agreed with those concerns, i.e. lines of reporting, autonomy at the school level with increased accountability and failed communication between trustees and officials.

When Mr. Stewart advised it was his understanding that a motion in June placed a moratorium on these types of actions, Mr. Rielly noted that two reports presented to trustees tonight include further decentralization.

Trustees Lowe, Allen and Johnston were supportive of a workshop on this matter and encouraged the completion of Mr. Binns' original report on site-based management.

Referring to both the Price Shulman Report and IIS, Mr. Rielly noted the length of time to implement major changes. He admitted the last workshop helped to clarify this issue although it did not resolve the problem. Referring to concerns raised by Miss Cunningham about activities taking place, he stated he was not aware of any beyond the policy of the Board, but hoped for the opportunity to address them, noting the seminars have taken place in Education Centre and schools about decentralization. In connection with the report expected at Budget Review on 1992 12 07, he stated that without further downsizing and staff cutbacks cannot be implemented without further decentralization. He welcomed the possibility of another workshop in association with decentralization.

Mr. Korz proposed the workshop consist of a question and answer session, followed by a clear focus about site-based management and decentralization. He encouraged distribution of information in advance, summarizing areas that would be affected, new ideas since the last workshop and then a consensus could be obtained about areas of priorities and areas to avoid from which the officials can proceed and trustees have a common understanding. He urged the Chairman of the new Board to set up a workshop.

Appreciative of the comments, Miss Cunningham felt a direction had been established at the last workshop. She suggested that rather than a workshop, the item of site-based management become a monthly Operations Management Committee agenda item. With monthly reports from Superintendents, she felt site-based management would become part of the business of the Board, although she acknowledged that a workshop situation allows people to speak more freely. Clarifying that she did not want a presentation on the theory of site-based management, she anticipated reports outlining Superintendent's view (including Human Resources Department) of the impact on their operations.

Ms. Orban observed that site-based management has been around for years and she welcomed restructuring, refocusing and creativity.

Mrs. Rodgerson deduced that implementation of site-based management would be a frustrating experience. While placing expectations on the principals to be fiscally responsible, she pointed out that the Board does not have annual evaluations for all employees in the system, does not track things properly and has no clear lines of accountability.

Mr. Hicks was of the opinion that officials have been forced into decentralization because of the lack of clear direction from the trustees on this issue. He suggested that a sub-committee should have been formed, similar to the Budget Review Process Committee to address a problem in a cooperative model before commenting on the return to the "old" Budget process. He concluded by reiterating that the blame lies with the trustees.

Mr. Stewart recommended a Saturday workshop and agreed with Mr. Hicks' direction of setting a goal and establishing a sub-committee. Once the difference between site-based management and decentralization have been established, he felt trustees and officials could work collaboratively and cooperatively. He urged the Chairman to select a date.

Citing earlier comments about training principals in fiscal matters, Mr. Allen commented on the many principals who would not require such training.

NEW BUSINESS:
Interim Financial Status Report, 1992 09 30

The report was reviewed by Ms. Polidori, Manager, Financial Services.

Moved by Mr. Darby:

That the Interim Financial Status Report for the period ended 1992 09 30 be received for information. **CARRIED.**

Exchange of Lands with the City of Hamilton in the Sheldon Neighbourhood Block 84

Mr. Kelterborn, Manager, Property and Insurance presented the report.

Moved by Miss Cunningham:

That Report regarding the City's request to exchange lands in the Sheldon Neighbourhood Block 84, be received for information and the following recommendations be approved:

a) That the Board exchange with the City of Hamilton a parcel of land being part of Lot 17, Concession 8 (Barton Township) containing approximately 14.55 acres for a parcel of land being part of Lots 17 and 18 Concession 8 (Barton Township) containing approximately 14.55 acres together with a 66 foot right-of-way out to Stone Church Road.

b) That the City of Hamilton pay any costs including the Board's land transfer tax, legal and surveying costs of this land exchange.

City of Hamilton Levy Payments to Boards of Education

Mr. Shewfelt presented the report outlining the financial implications for the Board in areas such as cash flow, increased line of credit and/or borrowing and the cessation of our investment portfolio. It is his intent to seek legal advice and bring an impact statement to the December or January meeting of this Committee.

Moved by Mr. Darby:

That the Superintendent of Finance bring a report regarding the impact of the changes in levy payments as recommended in the correspondence from the City of Hamilton.

Mr. Shewfelt explained that at present the City transfers levy payments to the Board on a monthly basis; this new proposal would reduce the transfer to quarterly payments. He concluded that while the City does not foresee this proposal impacting negatively on the overall tax levy, he pointed out that should this occur, our mandate to reduce the budget will increase by another $1 million.

Many trustees expressed outrage about the proposal and called for the public to be made aware of this additional, unnecessary burden on the City's education system. A response to the City's proposal will follow the provision of an impact statement based on the Board's 1992 transactions by the Finance Department and the solicitor's opinion. When Mr. Shewfelt indicated that it was not his intent to contact the other School Board, Miss Cunningham suggested a concerted effort is needed.

The motion was put to a vote and **CARRIED.**

Ministry of Education Memorandum re Capital Funding Proposal

Mr. Shewfelt indicated that this Memorandum was received ten days ago, with today being the response deadline. Under the current circumstances, he has advised the Ministry of our intent to respond shortly. Mr. Shewfelt then proceeded to review the memorandum noting that Capital Funding would change from the current grant method of funding to a debenture situation, with the funds being made available upon completion of the project. He drew attention to the Ministry's statements that the proposal would not impose any additional costs, as well as the lack of specific details regarding this proposal. Trustees will be apprised of Mr. Shewfelt's response to the Ministry's proposal at the December meeting of the Operations Management Committee.

Trustees Korz and Rodgerson expressed their reservations about the memorandum. Mr. Allen cited the previous discussion about changing the City levies and this memorandum as a forewarning of the future for education financing. He foresees all the gains made for education collapsing and a return to class sizes of 40-plus students.

Ms. Orban recalled a recent communique from the Minister of Education, Mr. Silipo re multi-use buildings and cooperation with other Boards and community agencies. When she queried if that direction could lead to amalgamation of Boards, Mr. Rielly acknowledged that a recent Ministry report suggested amalgamation of administrative responsibilities.

In agreeing with Mr. Allen's prediction, Mr. Hicks felt that the system would not collapse if trustees re-examine their role and are properly prepared to ensure an orderly continuum in the system.

It was agreed:

That the Ministry of Education Memorandum re Capital Funding Proposal be received for information.

Appointment of Architects - Capital Projects

Mr. Orlando presented the report to appoint architects for preliminary design work in order to facilitate 1995 occupation of these buildings.

In relation to Clause e), Mr. Orlando clarified for Mr. Stewart that the demolition and renovations at this site will result in a new school with the exception of the existing gymnasium. All this work will be handled by one architect.

Mr. Stewart then queried whether the school in Clause b) would be required if the Board had agreed to convert a vocational school to a middle school on the mountain.

Ms. Gillie replied that the recommendation for Block 87 results from growth in that section of the mountain as well as for middle school accommodation. She recalled that the Board deemed the conversion of Crestwood to a middle school as not viable due to the cost; in addition she noted the Board's direction to reduce busing. She acknowledged that had the

conversion taken place, the reopening of Highview would have been delayed. However, given the dynamics of the continuing rate of growth on the east mountain, she maintained that there was a need for a middle school in that jurisdiction.

Mr. Orlando advised that the approximate total cost of these projects is $32 million. Responding to Mr. Korz, he outlined the anticipated time line for the project in Block 87 and the Board's obligations to the architect should the Board halt this project. He advised that as the design work would commence in 1993, it would be necessary that this decision be made by the end of the school term this year.

Following Ms. Orban's suggestion that construction of JK-8 schools would resolve transportation problems, Mrs. Hill ruled her out of order based on present Board philosophy and policy. Noting this was the right Committee, but the wrong time, Mrs. Hill remarked that she did not necessarily disagree with Ms. Orban's comments.

In regards to preliminary design work for the James MacDonald site, Mr. Orlando assured members that two or three alternatives, including linkage to the present building, would be considered and input from the community and trustees would be sought.

In response to questions by Mr. Darby, Mr. Orlando stated that there is only an approximate $100,000 cost savings in using one architect for two projects and the possibility of time line conflicts in projects with similar completion dates.

Moved by Ms. Orban:

That the Superintendent of Plant engage Architects for Capital Projects as follows:

a) The firm of Trevor P. Garwood Jones, Architects, for professional services for a new JK-5 Elementary School in Block 89.

b) The firm of Rankin Architect Inc. for professional services for a new Middle School in Block 87.

c) The firm of Svedas Koyanagi Architects for professional services for a new JK-5 Elementary School in Block 90.

d) The firm of Moeller & Hassell Architect and Engineer for professional services for a new Middle School on the James MacDonald site.

e) The firm of Anthony Butler Architect Inc. for professional services for a replacement school, renovations and demolition of a portion of Queen Mary Elementary School. **CARRIED.**

Accommodation Report Update and Preparation for 1993 Edition

Ms. Gillie presented the report, stating she was not anticipating major changes in the format.

Moved by Mr. Allen:

That the Accommodation Report Update be received for information and the Mandate for the 1993 Accommodation Planning Year be approved. **CARRIED.**

Employer/Client Payments for Medical Reports, legislated for January, 1993, Requested by Trustee Orban

Ms. Orban explained her concern about the impact of an agreement between the Ontario Medical Association and the Provincial Government that third-party requests for medical certificates or physicals will now be billed to the requesting party.

Moved by Ms. Orban:

That further information with regard to professional relationships between Boards, Regional Centres, Clinics, and the Hamilton Academy of Medicine be brought to the December Operations Management Committee meeting. This information should include uninsured services requested by third parties such as back-to-school/work notes, camp physicals, physicals for sporting events, and external psychoeducational reports.

Mr. Korz considered a verbal update was all that was necessary and it was

Moved by Mrs. Bishop:

That the motion be tabled. **CARRIED.**

Report of the Special Education Advisory Committee

Moved by Mrs. Bishop:

That the following Report of the Special Education Advisory Committee be approved:

a) That the December meeting of the Special Education Advisory Committee be held on Wednesday, 1992 12 09 and the March meeting be held on Wednesday, 1993 03 10. **CARRIED.**

Motion to Thank the Chairman

Moved by Mr. Desmarais:

That the members express to Sandy Hill their appreciation for her leadership, competence, humour and patience in chairing this Committee throughout the past year. **CARRIED.**

Mrs. Hill thanked Mr. Desmarais and the members.

ELEMENTARY/SECONDARY

BUSINESS ARISING OUT OF THE MINUTES:

Report from the Officials re Educational Assistants (requested by Board 1992 09 17) - Review, Reporting, Allocation and Monitoring

(In consideration of the number of public present for this item, it was moved forward on the agenda for discussion)

Miss Bond advised that the presentation would consist of two sections. The first half outlines procedures and provides direction for allocation of Educational Assistants. The second half of the presentation will address the recommendation made in September about hiring 35 Educational Assistants. Ms. Scarrow, Senior Employment Officer and Ms. Gillie will address implementation related to the unions and program implications.

Miss Bond recognized the significant amount of work done by the members of the Utilization Committee throughout the past year.

In presenting her report, Miss Bond emphasized the need to accept the premise that all schools have different needs and populations. Allocation of Educational Assistants will be based on a priority plan developed by each school to recognize population, staff strengths and abilities/resources. Miss Bond proceeded to review the report relative to the Organizational Framework and Procedures and responsibilities of the Board, Schools, Areas and System.

A report detailing placement of EA's throughout the system was then circulated at Ms. Scarrow's request. Mrs. Hill agreed with Mr. Mulholland's observation that this report should be placed on the Personnel & Organization Committee's agenda for discussion based on its contents. She also added her concerns that it impinges on a Board motion and could not be dealt with at this Committee.

During the ensuing discussion, it was clarified that Miss Bond's report, pages 41 - 47, relative to how Educational Assistants will be assigned will be implemented effective September, 1993 and does not impact on Ms. Scarrow's report relative to the motion to increase the number of Educational Assistants by 35. Miss Bond emphasized on several occasions that her report would function with any number of Educational Assistants.

Mrs. Hill clarified for Mr. Hicks that the Board motion relative to the hiring of up to 35 additional Educational Assistants did not contain a time limit, although there are references to a date in the minutes.

Mr. Mulholland asserted that a discussion relative to whether the number of Educational Assistants remain unchanged until June, 1993 would have to take place at the Personnel & Organization Committee. He is aware that some people believe there is a time line in which to address the additional 35 Educational Assistants.

Mr. Hicks observed that this direction indicates officials intend to make changes effective in September, 1993, while it was his expectations that the 35 Educational Assistants would be dealt with by 1992 11 30. He questioned whether Mr. Stockwell was under the same understanding that there was a possibility that part or all of this report could result in a solution by the end of November for the Educational Assistants hired.

Mr. Stockwell responded that the Educational Assistant Utilization Committee, which led to the Committee Miss Bond formed, was working on mechanism for allocation of Educational Assistants. These two reports have parallel aspects - one report deals with further allocation, while the other addresses the assignment of Educational Assistants and the necessity to revert to 215 positions. Ms. Scarrow will speak about the ramifications of reverting to previous numbers.

Mrs. Hill apologized to the audience in ruling that the report dealing with the 35 additional positions and ramifications would be delayed until Thursday evening.

Ms. Scarrow remarked on OPEIU's cooperation throughout this process, noting they are very concerned about the contract being honoured and their continued participation in any proposed changes. She stated OPEIU members have a contract until 1992 12 31 including job descriptions and if those job descriptions change, they intend to review them in light of Pay Equity and other changes.

Responding to Mr. Allen, Miss Bond explained that the major change in future allocation of Educational Assistants would result in Educational Assistants being assigned based on school resources rather than an automatic allocation for certain programs or on a one-on-one basis.

Dr. Johnston spoke of Educational Assistants' inestimable value to the teaching program of the system while expressing appreciation for this report. He questioned how the appeal process takes place and, referring to page 45, suggested the Board should be placed at the bottom of the page to indicate service to pupils.

Alluding to the guiding principle, Miss Bond indicated that the System Committee would allocate Educational Assistants within the budget. Should resources within the schools and system be exhausted, the System Committee would report to the Board on those needs.

Trustees Lowe and Korz welcomed the report as a positive step. When Mr. Korz questioned whether schools may be placed in competition with each other, Miss Bond signified that the System Committee would monitor equity issues.

Responding to other questions, Miss Bond stated that Educational Assistants' categories have purposely not been defined to facilitate sharing of time between two programs. In addition, there will be an emphasis on individual student's needs and teacher skills.

Mr. Mulholland indicated his willingness to move acceptance of the recommendations, with some reservation. He sought clarification about: whether approval meant no changes in Educational Assistants between now and September or a possible conflict between these two reports if a decision is made about the 35 Educational Assistants at the Personnel & Organization Committee meeting. He voiced concerns that the Educational Assistants assigned to the Junior Kindergarten program would be affected. Mr. Mulholland suggested either accepting or tabling Miss Bond's report until a decision is made on Thursday.

Referring to comments made by Mr. Mulholland about the Junior Kindergarten program, Mrs. Hill asked for clarification whether Educational Assistants will be removed from Junior Kindergarten should this report is adopted.

Miss Bond replied that the purpose of the report is to address needs of all students and was not specific to Junior Kindergarten or any one program.

Moved by Mrs. Bishop:

That the Report re Educational Assistants - Review, Reporting, Allocation and Monitoring and the procedures outlined therein be adopted.

She stressed her choice of wording as "received for information" does not indicate whether approved or not.

Mrs. Bishop clarified that "Augmentative Communication, T.R." on page 47 should read "Augmentative Communication/T.R." Commenting on the excellence of the report, Mrs. Bishop commended the people responsible for its compilation. She asked for more information about the anticipated implementation.

Miss Bond advised that following discussions with the union in January, inservice will commence about issues related to schools to ensure an understanding of the process. It is hoped that in May, preparations for deployment of Educational Assistants for September can commence.

When Mrs. Bishop questioned whether schools would have flexibility to reassign Educational Assistants in schools between now and September, Mrs. Hill indicated that during the Board discussion of this issue, another implementation date be put forth.

At this point Ms. Orban made several inquiries related to funding of the JK program and possible extension of the day. Mrs. Hill ruled that this direction was not germane to the issue under discussion and suggested her questions would be more appropriate when the Program Department addresses delivery of the JK program. Miss Bond added that this report will be presented to the December meeting of the Operations Management Committee.

Relative to page 47, the second bullet under System, Miss Bond assured Mr. Stewart that the intent is to ensure equity across the system. Mr. Stewart then commented on the number of people on these committees and questioned a reduction in their size or the utilization of a Core Team, as advantageous and less costly.

In reply to Mrs. Rodgerson, Miss Bond confirmed that requests for placement of students from the Mohawk EA program are accommodated.

Moved in amendment by Mr. Mulholland:

That the Report re Educational Assistants - Review, Reporting, Allocation and Monitoring be adopted **and implemented for the 1993 school year.**

Mr. Mulholland explained his amendment would ensure a continuum of service for the remainder of the year without "a great upset to the system" should there be a reduction in Educational Assistants. He indicated that information about a year-end financial situation would assist in the decision.

When Mrs. Hill pointed out that his remarks relate to Thursday night's discussion, Mr. Mulholland agreed stating the amendment was to "have a level playing field for the rest of the year".

At Mrs. Lowe's suggestion, Mrs. Bishop agreed to substitute the word "accept" in her motion in place of the word "adopted".

Miss Cunningham appreciated the procedures for the future. Relative to page 46, Miss Bond confirmed that any downsizing would be able to be addressed by the System Committee using innovative methods.

Miss Cunningham did not share Mr. Mulholland's concern about changes midway through the year as she believed that the addition of 35 Educational Assistants occurred due to confusion. It was her impression that they had been employed within a time frame and that the situation would be addressed on Thursday.

Stating she was prepared to accept the document and recommendations, Miss Cunningham cautioned trustees about comments regarding a surplus or deficit situation.

On a point of privilege, Mr. Mulholland agreed this procedure was due but had a problem with putting 35 people out of work if in fact there is a surplus.

Mr. Hicks voiced his support for the process, stating the Committee did an outstanding job.

Miss Cunningham disagreed with the budget being a factor in making a decision on these new procedures for operating.

The amendment to the motion was put to a vote and **LOST**.

Mr. Mulholland, although supportive of the report and procedures, signified his opposition to the main motion as he did not want a drastic change which could result from the layoff of the 35 Educational Assistants. Mrs. Hill noted that was an issue for Thursday night.

Mr. Korz agreed that it must be clear these procedures are separate to Thursday night's discussion and there should be no confusion between reports.

Ms. Orban called the question.

The motion to accept was put to a vote and **CARRIED.**

NEW BUSINESS: Recommendations of the Director of Education

Moved by Mrs. Bishop:

That the recommendations of the Director of Education be approved.

Mr. Stockwell responded to queries from Dr. Johnston relative to some of the school trips. Following Dr. Johnston's announcement that he intended to make a further motion to empower the Committee to Study Guidelines for School Trips to meet next week, Miss Cunningham took exception to this direction in view of the caretakers' strike and that no ad-hoc committees have been scheduled because of the extra duties being undertaken by the officials.

Mrs. Bishop's motion was put to a vote and **CARRIED.**

Pointing out that the Special Education Advisory Committee has been meeting and that he had requested information be distributed to members of the School Trips Guideline Committee, it was

Moved by Dr. Johnston:

That a meeting of the Committee to Study School Trip Guidelines be scheduled at 18:30 hours, 1992 11 16.

Mr. Korz questioned whether this was the proper procedure for scheduling meetings.

Speaking against the motion, Miss Cunningham pointed out that no Chairman has been established for this ad-hoc Committee and that all information must be disseminated to all trustees, not just those on the Committee. She agreed with Mr. Korz that the Board does "not do business that way."

Moved by Mr. Stewart:

That this Committee continue to sit past 11:00 hours.
CARRIED.

Mrs. Hill ruled Dr. Johnston's motion out of order when Mr. Stewart deduced that the meeting would occur before the motion receives Board approval.

Mr. Hicks requested information about the Westdale basketball teams' schedule in relation to mid-semester exams and whether these were senior and junior teams.

Presentation by SCASH (Students Concerned About Sexual Health) re condom machines in secondary schools

(This presentation was dealt with as the first item of business with the consent of the Committee.)

Ms. Irene Kaidar, Ms. Sarah Mitchell, Ms. Dee Morton and Ms. Corrie Galienne made a presentation urging the placement of condom vending machines in secondary schools to provide sexually active students with access to condoms. Speaking for sexually active students, the presenters maintained that condoms in schools would emphasize the importance of safe sex

as well as providing increased safety for sexual partners.

Ms. Morton reviewed the statistics on page one, while Ms. Mitchell outlined the history to date of SCASH in bringing this issue to the attention of the public. The group has circulated a petition, obtaining 200 adult and 700 student signatures in addition to 89 letters from parents. Ms. Kaidar concluded the presentation by addressing several public concerns associated with these vending machines.

Mrs. Hill advised that a parent group has requested the opportunity to make a presentation in January, therefore, a response to both presentations would be received at the February meeting. She invited the students to attend the January and February meetings, before inviting questions about the presentation.

Responding to Ms. Orban, Ms. Kaidar noted the limited access students have to the Public Health Nurse at the school and the parallel situation students face in a store, i.e., students must approach an adult to acquire condoms.

When Mr. Hicks asked if SCASH had approached all the Student Councils for support, the students advised that the Principal, Mr. Murphy, had neither permitted them to bring the issue into the school nor approach the Council President.

Expressing concern with this response, Mr. Hicks asserted that the mandate of Student Councils includes dealing with social and cultural as well as co-curricular issues and asked that this situation be clarified. He felt that it would be more objective to have this issue addressed through all Student Councils rather than one small group of students.

Mr. Korz was assured by Ms. Mitchell that SCASH does not intend to pursue installation of vending machines in middle schools. He then asked if statistics were available about sexual activity before and after the installation of condom vending machines in Toronto.

Commenting on the difficulty of such a study, Ms. Kaidar replied that during a period of 18 months, 4,000 condoms had been sold in Toronto.

Mrs. Rodgerson spoke on the connotation of "safe" sex, the protection afforded by latex condoms and the ability of the HIV virus to survive alien conditions.

Ms. Monica Banz, a Public Health Nurse, responded that latex condoms available in drug stores have no pores and for regular sexual activity, she considered one to be sufficient if used correctly. The use of foam in combination with condoms increases their effectiveness and includes the chemical OXO-9 which kills the AIDs virus.

When Mrs. Rodgerson remarked that research indicates the presence of microscopic pores in latex condoms, Mrs. Hill ruled her out of order as she was not addressing questions to the

presentation.

Ms. Kaidar clarified a quote in their report that students are indeed subject to stares and comments when purchasing condoms in a drug store "from an adult". She noted that even adults are embarrassed about buying them in a drug store.

Quoting a pharmacist, Mrs. Rodgerson stated that condoms are located near the pharmacy to allow the opportunity for any questions to be answered in addition to purchasing them away from the more public front cash register. She also noted the large number of students who are purchasing birth control pills from the pharmacies.

Trustees Bishop and Stewart complimented the presenters on their presentation and research of this important issue. Expressing support, Mr. Stewart established that SCASH desires the installation of vending machines in one male and one female washroom per school. Mrs. Bishop, quoting a Toronto principal that one condom per machine per day is sold, questioned the costs involved and responsibility.

Ms. Kaidar advised that it is their hope that, similar to Toronto, the vending Company would pay for installation of the machines, and, therefore, there would be no cost to the taxpayers. SCASH indicated their willingness to fund raise to cover costs if needed.

Mrs. Hill thanked the students for their presentation.

Recalling the students had been limited previously, Mr. Stewart was assured by Mr. Rielly that SCASH may approach School Councils on this issue. Miss Cunningham added her remarks in support of clarifying this situation.

Moved by Miss Cunningham:

That the presentation by SCASH (Students Concerned About Sexual Health) re condom vending machines in secondary schools be received for information and referred to the officials.

CARRIED.

Multi-age Groupings - Requested by Trustee Cunningham

Miss Cunningham voiced her concern that she is now aware of two schools involved in this type of activity where lower grades are brought together. It was her expectation that changes in educational delivery would be presented through Miss Bond to the Board.

Noting that both the schools involved are in Ward 8, Mrs. Rodgerson clarified with the Chairman of the Development Committee that Multi-Age Groupings had not been discussed by that Committee. Referring to a letter sent home from Holbrook School, she queried the principal's authority to implement new programming. (attached)

Mrs. Nicholls advised the Principal had discussed this situation with her at the time the letter was distributed. She considered

this to be a "formalization of what has been happening in many of our schools" and had been attempted very successfully by Holbrook School during the previous year.

When Mrs. Rodgerson repeated her query as to whether it was appropriate that the system initiate this program change without the knowledge of the Superintendent of Program or before receiving the Board's consensus, Mr. Rielly responded that he felt it was appropriate in terms of managing delivery of program in various ways.

Stating that parents were under the impression that the Board had endorsed this project, Mrs. Rodgerson asked that the issue of multi-age groupings be pursued at the Development Committee.

Mr. Hicks shared the concerns expressed by Mrs. Rodgerson. Noting that Holbrook is using the term "multi-age groupings", he commented on the dissimilarity between their approach and a presentation regarding multi-age groupings by Buchanan Park School. It is his intent to further investigate these situations.

Mr. Hicks then proceeded to outline the process followed at Buchanan Park School in investigating multi-age grouping last year. It was his understanding that this process consisted of information gathering. While trustees and the Area Superintendent were aware of the process, he believed that a meeting at the end of the academic year precluded implementation and was to be discussed further with school staff. Mr. Hicks had advised of the necessity of the concept coming to the appropriate committee before its introduction in the school and had informed Mr. Rielly and Mr. Stockwell of this process and its result. He admitted to a sense of unease upon learning from phone calls that the Principal of Buchanan Park School was having coffee meetings to explain findings. He added that a very large section of this community perceive multi-age groupings as an "add-on to the Westmount situation" and are extremely hesitant. He anticipates taking this up further with the officials and believed it may be a situation of employing wrong terminology. He also hoped that this issue would be addressed by the Development Committee.

Mrs. Nicholls offered two further clarifications: a) that the concept of multi-age grouping of children of differing ages is quite applicable throughout system, and b) that following the school year-end at Buchanan Park, there was further work needed relative to exploration and evaluation. It is her understanding that the school is still looking at implications and evaluation of this program and she did not deem it appropriate to bring a report to the Board until that evaluation is complete.

Mr. Stockwell assured Mr. Hicks that he had met with the Principal of Buchanan Park and had a clear understanding that while investigation is always worthwhile, implementation was another matter.

When Mr. Hicks requested Mrs. Nicholls to relate the strong possibility of this concept not receiving ratification by the Board due to community apprehensions, Mrs. Nicholls affirmed that Buchanan Park School is very aware that this is "not a given". They are attempting to find ways to present multi-age grouping in the most effective way and she anticipated bringing a report.

Mrs. Lowe stated this situation represents the kind of fears trustees have relative to site-based management in which lines of responsibility become blurred while trustees remain accountable.
Ms. Orban remarked that this is not a new concept, but that people become nervous about its formalization.

Observing that the Board has an Accountability Action Team, Miss Cunningham considered its involvement and that of the Superintendent of Program (and the Board), as the proper way to do business. She quoted one gentleman's comments that the number of split grades at Buchanan Park were to facilitate multi-age groupings. Mrs. Rodgerson quoted the principal in confirmation of this observation about split grades.

The meeting then adjourned.

Read and confirmed,

cv

.....
Chairman

Educational Assistant Staff - F.T.E. Report

	General	J.K./S.K.	Special Assignment	Special Education	T.R.	Total
Area 1	8.50	19.00	19.00	10.50	5.00	62.00
Area 2	0.00	12.00	25.50	13.00	10.00	60.50
Area 3	4.50	18.00	20.50	9.50	11.00	63.50
Area 4	0.00	14.50	27.00	12.50	7.50	61.50
Area 7	0.00	0.00	1.00	2.00	0.00	3.00
	13.00	63.50	93.00	47.50	33.50	250.50

Lunchroom Assistants	
Area 1	1.141
Area 2	1.425
Area 3	1.995
Area 4	2.565
Total	7.126

NOTES

of the 250.50 E.A. F.T.E.'s

1.00 unfilled (held for student re-entering our school system November 16, 1992
18.50 held by "temporary" employees
4.00 held by "probationary employees
227.00 held by "permanent" employees
250.50

of the 93.00 F.T.E.'s dedicated to "Special Assignment" or "One-on-one" positions, 29.50 provide service to two or more children rather than one

NOTES

of the 7.126 LRA F.T.E.'

0.570 held by "temporary" employees
0.285 held by "probationary" employee
6.271 held by "permanent" employees
7.126

on November 16, 1992, there will be a reduction of .285 when one position is re-deployed

November 10, 1992

SEE "NEW BUSINESS" ON AGENDA

HOLBROOK PUBLIC SCHOOL

450 SANATORIUM ROAD
HAMILTON, ONTARIO
L9C 2B1
TELEPHONE: 385-5369

FIVE AND SIX YEAR OLDS TOGETHER

October 16, 1992

Dear Parents,

At Holbrook we are striving to increase the opportunity for positive learning experiences for our children. In response to the Formative Years document being introduced by the Ministry of Education, we are planning to begin integrating Senior Kindergarten and Grade One students for parts of their progamme. When we combine grade levels, we are combining age levels as well. This is called multiage grouping. In our case we are mainly combining 5 and 6 year olds for specific learning experiences.

The classes involved are Mrs. Schnarr's morning and afternoon Senior Kindergarten and Miss Coomber's students in Grade 1, Room 12-3. The multiage learning time will occur from 10:30 a.m. - 11:00 a.m. and 2:30 p.m. - 3:00 p.m. on Tuesdays, Wednesdays and Thursdays. At these times, both classes will be composed of 5 and 6 year olds together. All core grade curriculum will be covered in your child's regular class each day.

It has been our experience with previous integrated units, such as last year's Grade 2 and 3 Environmental Studies Units, that the children enjoyed working with a new combination of students and gained in language and social skills from the experiences shared together. It is our desire to begin such learning opportunities earlier in your child's schooling experiences.

As always, your child will be evaluated on his/her individual progress. Expectations during activity work will be consistent with your child's capabilities regardless of the activity location.

Research in the area of multiage groupings finds that self-discipline, social interaction, self-motivation, self-confidence and co-operation skills are all higher than pupils educated in single age groupings. Overall, children in a multiage grouping perform well academically.

Children at an initial developmental level benefit from the motivation provided by the role models of those at the second level. Children at the second level benefit from writing down the younger children's dictated stories and reading to the younger children. These children also incorporate many new concepts into already familiar learning experiences.

David Elkind, a noted educational theorist, has supported a Kindergarten - Grade 1 grouping with the following statement:

> In my opinion, the best strategy for dealing with the age effect and for giving the majority of children entering our schools a chance to develop a healthy and robust liking for themselves, for learning and for schooling is multiage grouping at the Kindergarten-Grade 1 level and perhaps throughout the elementary school years.

At Holbrook, we are striving to create an environment in which such a positive atmosphere for learning will take place. We invite your participation throughout this program and welcome feedback related to your child's learning experiences.

Please join us for Café au Lait
in our upstairs Computer Room
on Tuesday , October 27
at 9:00 a.m. or 1:00 p.m.
for an over view of the program.

Together we Learn,

Rosemary Coomber	12-3
Cathy Schnarr	S.K.
Anne Puusepp	Principal

DECEMBER, 1992

OPERATIONS MANAGEMENT COMMITTEE

THE BOARD OF EDUCATION
FOR THE CITY OF HAMILTON

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BUSINESS ARISING OUT OF THE MINUTES:

NEW BUSINESS:

MINUTES OF THE
OPERATIONS MANAGEMENT COMMITTEE
1992 12 08

Present: Trustees J. Johnston (Chairman), Desmarais, Korz, Orban, Rodgerson, Rogers and Cunningham.

Also Present: Trustees Allen, Bishop, Darby, Hicks, Hill, Lowe, Mason, Mulholland, Stewart, and Wilson.

Officials Present:
K. Rielly, Director of Education and Secretary
A. Stockwell, Associate Director of Education
P. Shewfelt, Superintendent of Finance and Treasurer
E. Bond, Superintendent of Program
B. Sinclair, Superintendent of Human Resources
R. Orlando, Superintendent of Plant
R. Binns, Superintendent of Schools - Area 3
P. Gillie, Superintendent of Schools - Area 4
G. Rutledge, Controller

Dr. Johnston called the meeting to order.

GENERAL

BUSINESS ARISING OUT OF THE MINUTES:

Employer/Client Payments for Medical Reports, legislated for January, 1993

Moved by Ms. Orban:

That the following motion be lifted be lifted from the table:

a) That further information with regard to professional relationships between Boards, Regional Centres, Clinics, and the Hamilton Academy of Medicine be brought to the December Operations Management Committee meeting. This information should include uninsured services requested by third parties such as back-to-school/work notes, camp physicals, physicals for sporting events, and external psychoeducational reports.

CARRIED.

Moved by Ms. Orban:

That this motion be referred to the officials for a report.

Ms. Orban advised that her original intent was to refer this motion to the officials for an impact report back to the Board. In particular she was concerned about costs for third-party requests that will no longer be covered after January, 1993.

Ms. Orban explained her rationale for lifting this motion and her concerns about possible costs to the Board emanating from the proposed changes. Relative to the requirement for a medical certificate after a three-day's absence, Mr. Sinclair estimated that approximately 1,300 such documents are submitted to the Board by employees as a result of Board Policy and provisions in the Collective Agreements. Ms. Orban then provided rationale for other areas of increased cost to the Board, including: requests for back-to-school notes for students and external referrals (from Departments such as Psychological and Adjustment Services). She asked that the report clarify present practices and the impact of these changes on the system.

Mr. Rielly agreed that a brief report would be prepared.

The motion was put to a vote and **CARRIED.**

Levy Payments from the City of Hamilton

Mr. Shewfelt apologized that this report would not be available until the January meeting.

NEW BUSINESS:
Mandate of Standing Committees - requested by Trustee Hill

Mrs. Hill requested a review of the roles of the Standing Committees due to the imbalance of agendas.

Moved by Mrs. Hill:

That the mandate of the Standing Committees be referred to the Rules and Regulations Committee to try to balance efforts and energies spent on operations and programs to try to strike a balance of agendas for the Development Committee and the Operations Management Committee. **CARRIED.**

Re-constitution of Ad Hoc Committees

Moved by Canon Rogers:

That the following ad-hoc committees be reconstituted for 1993, to consist of five members appointed by the Chairman of the Board, with the following mandates:

a) The Transportation Committee to:

i) invite participation from City officials (Transportation and Environment Committee), parents (presenters and Home & School Association) and administrative representatives of other Boards, to study general and specific (temporary and permanent) concerns of safety and develop criteria to judge whether conditions are safe or unsafe."

ii) consider correspondence from the Lanark Leeds and Grenville County Roman Catholic Separate School Board relative to their request to Minister Silipo to consider two changes to present legislation in respect to school buses.

b) The AIDS Policy Committee to:

(i) review current practices at least on an annual basis and assess the need for the revision of policies in line with current developments in the medical/legal communities while maintaining a close liaison with the Medical Officer of Health in evaluating all new information with respect to AIDS/HIV

(ii) prepare a comprehensive AIDS Policy for our school system including:
- a Policy statement
- a communication plan and
- an in-service plan

for presentation to the Operations Management Committee.

c) The Committee to Study Guidelines Governing School Field Trips to:

i) present guidelines governing school field trips in the 1993-1994 school year.

Mr. Hicks asked that the minutes reflect that parent representatives on the Transportation Committee have been identified.

The motion was put to a vote and **CARRIED.**

At this juncture of the meeting, Dr. Johnston asked for the appointment of Chairman Pro-Tem to enable him to fulfil a previous commitment.

Moved by Miss Cunningham:

That Trustee Korz be appointed Chairman Pro-Tem.

CARRIED.

Capital Expenditure Multi-Year Forecast: 1992

Mr. Rutledge presented the report, explaining that the Board has only had verbal confirmation of Ministry funding for the two Non-Growth Projects, in addition to funds under Jobs Ontario Capital. It was clarified that the Board's allocation would be based on our grant rate of approximately 63-65% of the figures quoted.

Moved by Ms. Orban:

That the Report re Capital Expenditure Multi-Year Forecast: 1992 Allocations for 1993 to 1997 and approved projects from our 1992 Capital Expenditure be received for information.

CARRIED.

Capital Projects to be Debentured

Ms. Polidori, Manager, Financial Services, presented the report.

Moved by Canon Rogers:

That the Report re Capital Projects to be Debentured be received for information and the following recommendations regarding debentures for renovations and/or new schools in Blocks 87, 89, 90, James MacDonald and Queen Mary Schools, at an estimated cost of $37,500,000, be approved:

a) THAT PURSUANT to the provisions of Part VIII, Section 208, Sub-Section 1 of the Education Act (1990), the Superintendent of Finance and Treasurer be authorized to make application to the Ontario Municipal Board for approval to issue debentures for the estimated net cost of these projects on Appendix A for a period not to exceed twenty (20) years.

b) THAT the Superintendent of Finance and Treasurer be authorized to make application to the Regional Municipality of Hamilton-Wentworth to issue debentures for the estimated net cost of these projects on Appendix A for a period not to exceed twenty (20) years.

In response to Mr. Hicks' further query for a comparison of current debenture totals to previous levels, Mr. Shewfelt offered to have this information placed in trustees' lockers. He also agreed to provide statistics regarding the impact on the $5,000 average assessment as well as the percentage of tax revenue the Board applies against debt charges.

Mrs. Lowe cautioned about the relativity of previous debenture figures versus present day inflated dollar figures and incomes.

Mr. Shewfelt agreed that the Board's use of debenturing is increasing; however, he noted the C.E.F. report indicates a lack of grants for capital projects.

Noting the impact to the taxpayer because of reduced Ministry support, Mr. Hicks urged that the public be made aware that

capital construction will be borne by the local taxpayer. Ms. Orban, however, recalled the Ministry's direction and funding for multi-use buildings between Boards and urged that it be investigated.

The motion was put to a vote and **CARRIED.**

Ministry Response re Transition Years

In presenting the letter from the Minister of Education which was received today, Mr. Rielly offered to forward the attachments referred to in the letter to trustees upon their receipt and suggested trustees may wish to have that information before taking action on this letter. Mr. Rielly indicated it is still his intent to meet with the Ministry, although the first meeting was cancelled.

When Mr. Korz suggested this item be placed on a future Operations Management Committee Agenda, Mrs. Mason asked what direction the system is taking in the meantime, i.e. regarding option sheets.

Mr. Rielly acknowledged the concern of both the Ministry as well as the Superintendents of Schools relative to a delay and the lack of direction regarding Transition Years. Miss Bond added that the Program Department continues to plan curriculum and inservice. Two option forms are being considered for the New Year, one for destreaming and one for streaming in Grade 9.

Noting the importance of this issue, Mrs. Bishop indicated the difficulty in planning under Mr. Darby's motion. It was her understanding that destreaming is only one part of the Transition Years Document and that the requirement for this September relates to "credits in lieu". Noting both the complexity of the material received from the Ministry and the large number of students in the advanced level, she was anxious that planning continue relative to Transition Years.

Mr. Korz quoted the current motion on this issue, which was moved by Mr. Darby:

"That the Hamilton Board of Education continue to develop guidelines for planning and implementation of the Transition Years; however, the destreaming process in the Hamilton Board of Education be delayed until the pilot projects are complete and have been evaluated and modified where required."

Noting the Ministry pilots are complete and documented, Mrs. Bishop acknowledged that this motion refers to our Board's pilot projects. She then asserted that the program in place at Delta would not likely be promoted for all other schools in our system. She requested that other speakers continue while she attempted to formulate a motion.

Citing the Minister's letter, Mr. Darby considered Mr. Silipo's arguments to be illogical and while acknowledging our continued planning, withholds the $50,000 to do it. He asked that the letter be clarified in the future meeting with the Minister, pointing out the high costs relative to contracts and smaller class sizes of this proposal. Mr. Darby suggested that the Board stop the planning process should financing continue to be withheld, although destreaming may be a viable avenue. Believing there may be other boards with similar qualms, it was

Moved by Mr. Darby:

That the Hamilton Board of Education inform other Boards of Education in Ontario of our Board's motion with respect to delaying implementation of destreaming.

While understanding Mrs. Bishop's dilemma, Ms. Wilson emphasized that the intent of this and the previous motion, was to send a strong message to Mr. Silipo. She then proceeded to comment on the misinformation and lack of information presented at a workshop by a Toronto principal relative to a Ministry-approved destreaming pilot.

Ms. Wilson then queried the impact of destreaming on Bill 82 and suggested that the Core Curriculum is reminiscent of curriculum 30 years previous. In view of financial restraints, she urged the Board to question whether this program is for the good of the student before being advised that the $50,000 for inservice was mainly release time for Grades 7 - 9 teachers and to bring in speakers to talk about various approaches and the evaluation process to be used. She was in agreement with asking other Boards for support.

Responding to Mr. Stewart, Mr. Rielly admitted that, unofficially, he is aware of at least two other Boards who have voiced their concerns to the Ministry. It was Mr. Stewart's conclusion that Mr. Silipo was blackmailing us with the $50,000.

Outlining how the Board has been making preparations for Transition Years over several years, Mrs. Bishop spoke against the motion with its implication to "stop and do nothing". She was concerned about the number of drops outs as well as the high proportion of students in the advanced level.

Mr. Darby clarified that the intent is to inform other Boards that implementation has been delayed and, hopefully, get some communication between Boards.

At Mrs. Bishop's request, Miss Bond detailed that during the three-year phase-in period curriculum would be put in place for students in Grade 9 without streaming as well as investigating a common core curriculum for Grades 7, 8 and 9 with the possibility of some integrated curriculum.

Mrs. Bishop considered this "protest to be too late" and questioned the benefits to the students in our system.

Mr. Korz clarified for Mrs. Bishop that Mr. Darby's motion implies that there will be a delay. At present, the question is not whether destreaming will occur, but the matter of the $50,000 for inservice.

Mrs. Bishop concluded her argument, stating the motion was ambiguous and remarking her tremendous concern that the delay is a disservice to the students.

Citing the Teachers' Federations' call for the resignation of Minister Silipo on this issue, Mrs. Rodgerson observed that $50,000 is a "drop in the bucket" and the Board has made it clear that it will not pay the difference. She stated her continuing support for this motion, believing the Board should remain firm,

while alerting other Boards to stand together.

While reluctant to support the motion on the floor, Ms. Orban suggested that Alternative Education could be utilized as part of the solution to meeting the needs of students. She advised "registering a complaint, but getting on with the show".

With a new Board year, Mrs. Hill noted that the Board could re-discuss this issue, but considered it fruitless without the documents referred to in the Minister's letter. It is possible that these pilot evaluations may address concerns of this Board.

Moved by Mrs. Hill:

That the following motion be tabled:

That the Hamilton Board of Education inform other Boards of Education of our Board's motion with respect to dealing with implementation of destreaming.

CARRIED.

Moved by Mr. Darby:

That the Ministry Response regarding Transition Years be tabled. **CARRIED.**

Section 27 Programs - Family Services of Hamilton-Wentworth Incorporated - Family Services Youth Centre

Miss Bond presented the report.

Moved by Miss Cunningham:

That subject to approved funding by the Ministry of Education, effective 1993 01 04, the education program be extended at the Family Services Youth Centre by one half-time teacher, at no cost to the Board. **CARRIED.**

Report of the Special Education Advisory Committee

Moved by Mrs. Bishop:

That the following Report of the Special Education Advisory Committee be approved:

a) That the Children's Aid Society be invited to become an Additional Member on the Special Education Advisory Committee.

b) That the Accessibility Report update be received for information.

c) That the Report from the Finance Department re Special Education Funding be received for information. **CARRIED.**

Re-evaluation of the Current Organizational Configuration of the Board

Moved by Miss Cunningham:

That the Board implement a process to review the appropriateness and effectiveness of the current organizational configuration of our Board administration.

Miss Cunningham explained the intent of her motion was to review the current administrative arrangement. As the Area Offices have been in place for five years, a review would indicate whether that structure has meant an improvement in the delivery of education and reporting lines.

Mr. Korz asked the members' wishes relative to discussing this non-agenda item and the required two-third's majority vote was received.

Mr. Hicks indicated his support of the motion if it was the Chairman's intent that the mandate, goals, timelines and membership would be discussed before any planning process is in place.

Miss Cunningham agreed, stating that trustees must focus to address areas pertinent to operation.

Noting that people within the system would welcome the opportunity for input into any restructuring or refocusing, Mr. Hicks stressed the importance to the system that this process will involve a clear mandate and guidelines.

At Mrs. Hill's suggestion, Miss Cunningham agreed to incorporate the words "and evaluate" into the motion following the word "review".

The motion, as reworded, was put to a vote and **CARRIED.**

Report re Purchase of Floor Cleaning Machines

Prior to the commencement of the in-camera session, Mr. Mulholland declared a conflict of interest and left the meeting. This Report was presented at an in-camera session and the following action resulted:

Moved by Mr. Darby:

That the Report on the Purchase of Floor Cleaning Machines be received for information and the following recommendation approved:

a) That the Board purchase a total of 11 floor cleaning machines out of 1992 budget funds at a cost not to exceed $132,000.

After several trustees questioned why this Report was being discussed in-camera, it was

Moved by Mr. Darby:

That the Operations Management Committee meet in a public session to consider this Report. **CARRIED.**

The public meeting convened at 21:00 hours.

In response to Mr. Stewart's question, Mr. Shewfelt noted that reasonable amounts of funds are usually reallocated administratively. However, the Strike Management Committee felt that the Board should be informed of this particular direction because of its uniqueness, the size of the reallocation and the current circumstances under which the Board is operating. He confirmed that this is not a budgeted expenditure but could be accommodated through redirecting accumulated savings in the Plant Department.

Miss Cunningham, while appreciating Mr. Shewfelt's comments,

noted her concerns. She asked if purchase of this equipment would have been recommended if there was not a caretakers' strike.

Mr. Salmon pointed to the success of the pilot project as noted in the report. While the intent was to purchase as many machines as possible, it is expensive equipment. He added that C.U.P.E., Local 1344, has requested this equipment under "reasonable accommodation".

In response to Miss Cunningham's question, Mr. Salmon felt that this equipment would not have been given the same priority under other circumstances. He also provided some details about the accumulated savings which permit consideration of this purchase.

Mr. Shewfelt replied to a question that all or most of the savings being referred to would go into the Board's operating surplus if this equipment is not purchased.

Miss Cunningham indicated her support of the recommendation in view of the assistance it will provide in the schools. She expressed concern, however, that the caretakers will perceive that monies can be found for this type of expenditure when they are not working.

Mrs. Mason called the question and it was supported.

The motion was put to a vote and was **CARRIED.**

ELEMENTARY/SECONDARY

BUSINESS ARISING OUT OF THE MINUTES:

Report from the Officials on Alternative Methods of Delivery of the Junior Kindergarten Program

Noting this report resulted from a request during Budget deliberations last year, Miss Bond remarked that the report examines four alternative methods of program delivery as to cost effectiveness and program implications; however, it does not determine whether they are appropriate. She introduced Ms. S. Simpson, Early Years Co-ordinator, who presented the report. Relative to the four alternatives examined, Ms. Simpson advised the following financial implications compared to the current program:

Alternative #1 - minimum saving of $30,000
Alternative #2 - saving of $210,000
Alternative #3 - saving of $1,712,000
Alternative #4 - $262,000 more costly

Throughout the ensuing discussion, trustees commended the report format and the clarity of the information provided about this program.

Trustees Stewart and Bishop voiced their opposition to both Alternatives #3 and #4, while Mrs. Hill cited concerns about access under Alternative #3.

When Mr. Stewart asked about the possibility of splitting the Alternatives for voting purposes, Mr. Korz noted the report was presented for information and suggested that it would be appropriately referred to the Budget Review Committee.

In response to Mr. Stewart, Mr. Shewfelt conceded that similar reports could be obtained relative to other programs, but he clarified that the report only contains "direct" costs.

Replying to Mrs. Bishop, Ms. Simpson explained that it was impossible to provide an exact figure relative to release time in Alternative #1. Calculations would vary from school to school, dependent upon existing resources; however, a presumption has been made that no release time would be provided within the school.

Moved by Mrs. Bishop:

That the report on Alternative Methods of Delivery of the Junior Kindergarten Program be referred to the Budget Review Committee.

Ms. Simpson advised Mrs. Lowe that, to the best of her knowledge, our Board is the only remaining Board in Ontario utilizing the two hour and fifteen minute model as opposed to the two hour and thirty minute model, which provides increased grant revenue.

Mrs. Lowe cautioned against continued discussion about "keeping or discarding" certain alternatives. Stating trustees must keep an open mind, Mrs. Lowe remarked that the Board can no longer consider certain programs as "sacred cows".

Suggesting that the Junior Kindergarten Program as a whole be considered at some point, it was

Moved in amendment by Mr. Darby:

That Alternatives #1 and #2 be referred to the Budget Review Committee.

When Mr. Korz suggested his motion may send a message that is not realistic, Mr. Darby stated he wanted to assure the system that Alternatives #3 and #4 were not considered. He agreed to withdraw the amendment.

Mrs. Rodgerson voiced her support for Alternative #3 and appreciation of Mrs. Lowe's remarks. In the reality of shrinking financial reserves, she appreciated the opportunity to seek answers prior to budget discussions.

Ms. Simpson explained that Grey County (page 15) has had an alternative proposal for Junior Kindergarten accepted by the Ministry. Halton, Wellington and Wentworth County Boards are also considering alternatives to the JK program. Ms. Simpson explained that the Wentworth County Early Years Co-ordinator had recommended a similar model to that approved by Grey County, but it was turned down.

Ms. Simpson confirmed Mrs. Hill's assumption that Alternative #2 was based on a two hour and thirty minute program and incorporates Alternative #1.

Mr. Stewart spoke against the referral. When he suggested that implementation of a two hour and thirty minute day immediately after Christmas would result in approximately $400,000 in

additional revenue for the year, Mrs. Rodgerson noted the cost involved in extra release time.

Observing that the Junior Kindergarten Program switches at March Break to a two hour and thirty minute program, Mrs. Hill requested additional information relative to staffing before making a decision on Mr. Stewart's suggested direction.

Mr. Stockwell advised that there is normally sufficient release time available within each school's organization, through Itinerant French, Music and Physical Education. If additional release time is not available, staffing adjustments would be required. Some schools could provide this release time, others may not. At present, JK teachers recognize they do not have consistent release time throughout the year. Due to the lengthening of the day following the March Break, there is more release time at the beginning of the year than at the end of the year.

In reply to Ms. Orban's question about the impact on transportation, Mr. Stockwell remarked that similar release times for JK and SK would simplify transportation arrangements and be more convenient for parents with children in both of these classes.

Mr. Stockwell concluded the discussion by assuring Miss Cunningham that the officials would provide recommendations, including all the ramifications, to Budget Review.

The motion was put to a vote and was **CARRIED.**

NEW BUSINESS:
Recommendations of the Director of Education

Moved by Ms. Orban:

That the recommendations of the Director of Education be approved. **CARRIED.**

Ventilation Renovations and School Closing - Hillsdale Elementary School

Moved by Mrs. Hill:

That the Report on Ventilation Renovations and School Closing -Hillsdale Elementary School, be received for information and the following recommendation approved:

a) That Hillsdale Elementary School end its 1992-93 instructional days on Friday, 1993 06 25 instead of Tuesday, 1993 06 29 to permit summer construction work to commence.

Mr. Binns presented the report, advising that the Board would not lose grant income.

Mr. Stewart questioned the precedent for closing a school early for renovations and Mr. Binns confirmed that it has happened in the past.

The motion was put to a vote and **CARRIED.**

Report of the Special Education Advisory Committee

Moved by Mrs. Hill:

That the following Report of the Special Education Advisory Committee be approved:

a) That the Special Education Advisory Committee support the Report on the Review, Reporting, Allocation and Monitoring of Educational Assistants. **CARRIED.**

Mr. Korz reminded members of the scheduled in-camera session to follow.

The meeting then adjourned.

Read and confirmed,

.....
Chairman

cv


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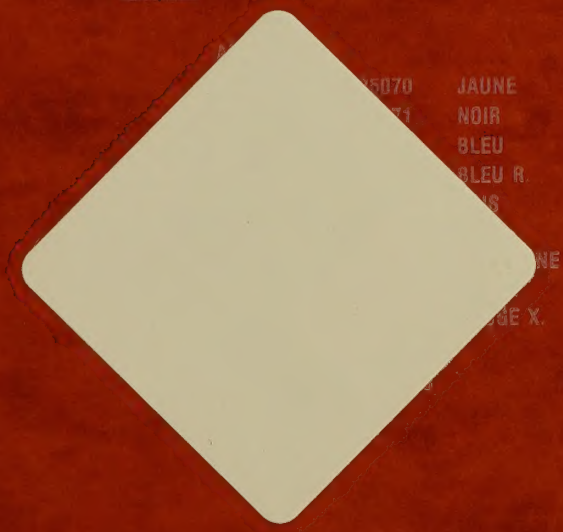
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